

UNDERSKIDDAW PARISH COUNCIL
MINUTES OF THE MEETING held in the Village Hall Millbeck on Tuesday 15th July at 2.00pm

PRESENT : Mr J Wilson (in the Chair); Mrs B Bulman; Mr T Gibbs; Mr C Corder

In attendance : Clerk. Councillor Marion Fitzgerald Allerdale BC. PCSO Megan Jones

2014.44 **Apologies for absence** Mrs J Boniface, Mr T Ryan

2014.45 **Minutes** The Chairman was authorised to sign the Minutes of the last meeting held on the 20th May 2014

2014.46 **Declarations on Interest** The Chairman requested Members should declare any interest they had in any of the Agenda items. No declarations of interest were received but Cllr C Corder requested it be noted that his property neighbours Gillside which is being considered under agenda item 8(iv).

2014.47 **Public Participation**

PCSO Megan Jones attended the meeting and informed councillors of three incidents of note that had taken place since the May meeting;

- 1) Overnight on the 26th May 2014 a fence was damaged by a vehicle on the A591 between Applethwaite and Millbeck- Investigations are ongoing if anyone has any information they should contact 101
- 2) 4th July, a report was received of someone knocking on a residential door at 4am. Police attended but nothing was found. Police are advising that as a matter of general safety doors & windows should be kept locked and doors shouldn't be answered at night if people are worried. If anyone is concerned contact the police
- 3) 14th July, there was a report of an oil spillage on Crosthwaite Roundabout. Highways attended and made the area safe.

Cllr Bulman requested that it be noted that bikes pass the end of her driveway very fast and this may cause an issue in the future.

PCSO Jones suggested that highways be contacted regarding this matter.

The Councillors thanked PCSO Jones for her attendance.

2014.48 **To Confirm Appointment of new Clerk**

Resolved that Ms Becx Carter was formally appointed as the new Clerk to Underskiddaw Parish Council.

Cllr Wilson informed the meeting that he had reviewed the draft contract and discussed it with CALC and all was in order.

The Clerk and Cllr Wilson (on behalf of Underskiddaw Parish Council) signed the contract.

It was **resolved** that the Clerk be paid £8 per month towards the overhead costs of working from her home (Electricity, Broadband etc).

Underskiddaw Parish Council formally thanked Ms Pauline Soulsby on behalf of the parish council and the parish residents for all her work as Parish Clerk to Underskiddaw over the last 12 years.

2014.49 **Co-option of a new councilor**

No applications for co-option had been received.

Cllrs Wilson & Corder agreed to spread the word about the vacancy with various contacts within the parish.

2014.50 **Finances**

i) **Bank Balances** were noted as Current Account £2,671.06; Deposit account £2,621.15 (at 31st March 14- Most recent statement)

ii) **Cheques** were approved for payment:

(Retrospectively) Andrew Wilson-Grass Cutting £33.00

Jan Boniface- Reimbursement for web –hosting £43.06

Pauline Soulsby- Reimbursement for paint colours - £6.36

Andrew Wilson- Grass cutting costs £90.00

iii) **War Memorial**- It was noted that a written report had been received from A.K Hind Limited Building contractors that the structure was in a good condition

iv) **Clerks Salary – Resolved** that the new clerk be paid quarterly (subject to confirmation of costs for the payroll)

Action: Clerk to contact CVS to check on costs for running quarterly payroll.

Resolved- That Ms Pauline Soulsby's final payment be 50% of her yearly salary.

Action: Clerk to contact CVS to organize the payroll and P45 and then to organize the relevant payment.

v) **Website- Resolved-** That the clerk prepare a website options paper including costings for creation and on costs, for a basic website (circa 5 pages).

Action: Clerk to prepare the above and circulate to all councilors via email.

2014.51 **Lake District National Park Authority**

i) Decisions: The following decision was noted by the council:

Chestnut Barn Millbeck 7/2014/2070-Underground storage space and store-APPROVED WITH CONDITIONS

ii) Sewage Works: The clerk confirmed she had received a written responses to the 13 questions raised by the Underskiddaw Parish Council. The responses were read out at the meeting. Essentially the answers confirmed that both the existing and the new kiosk will be painted in the BS12B17 colour selected by the Parish Council, and that the buildings will be different heights to each other. Unfortunately due to health & safety and maintenance the tubular metal can't be painted.

Cllr M Fitzgerald informed the meeting that she had written to UU who had confirmed the above, and also noted that UU had taken other Parish Council concerns into account e.g. removing lamp posts and installing lower level lighting, increasing the planting around the site. The letter further confirmed that the landscaping plan (condition 2 of the planning application) was still outstanding but time remained to allow for completion of this condition.

Resolved that the council write to UU and request as per earlier requests to see a draft copy of the Landscape Plan before it is finally submitted.

Action: Clerk to action the above.

Resolved that Will Cockbain be contacted to enquire about the possibility of additional planting on his site.

Action: Ms P Soulsby to send a copy of the draft letter to the Clerk for her to send to Mr W Cockbain.

iii) Proposed Development in Sheep Dog Field The Clerk tabled a plan of the proposed development at the meeting.

Action: Clerk to circulate the proposed plan to all councilors via email.

The clerk informed the meeting that the agents for the developer were trying to set up a joint meeting between Underskiddaw PC (as the site lies within US Parish Boundaries), Keswick Town Council (as the access routes lie within their parish), and the agent. The Clerk & the Chair will attend this meeting on behalf of the Parish Council.

Following a discussion Underskiddaw Parish Council **resolved** that they had the following comments to be taken to the meeting:

- Underskiddaw Parish Council fully support the proposed development and have no objections
- The developer should be encouraged to include a greater mix of types of house e.g. smaller ones for first time owners, and families, and some bungalows for the more mature generation downsizing. This would cater to more needs and result in a more diverse community.
- The council have concerns over the access to the development and the increased traffic on an already narrow and over crowded road

iv) Planning Applications for Consideration

7/2014/2165 Gillside, Millbeck, Keswick, CA12 4PS. Demolition of existing garage to form 2.No Parking spaces. Enlargement of existing parking space including removal of hedge and replacement of retaining wall. Existing extensions to front of property to be replaced with new. New single storey extension to be constructed to the rear of the property. Existing terrace deck to be altered and extended. Associated internal and external alterations. **Resolved** that the council have no overall objections and support the application, and welcome the inclusion of off-street parking, however the council have a number of concerns:

- That the extension of the terrace could possibly be obtrusive to the neighbours that are overlooked, and further than the glass balustrade is no in keeping with the style already present in the area (timber or metal).
- That the glass balustrade is very visible, and faces south could this cause reflections that would be distracting to drivers on the A591
- Possibility of the bi-fold doors allowing noise nuisance to spill outside.

Action: Clerk to write to the LDNPA with the above comments.

2014.52

Allerdale BC

- a) Footway Lighting- Cllr M Fitzgerald confirmed that the committee has set up a working group (between ABC, CCC and hopefully ENW) to survey every light in Allerdale. There is likely to be a meeting in September to update on progress. ABC have confirmation in writing that they will receive £87k from ENW to tide over the problem. Cllr M Fitzgerald mentioned that it appears that Mr M Heaslip seems to be encouraging the transfer of responsibility for street lighting to parishes. However the practicalities of this without a grant to parishes for this cost is complex.

- b) Allerdale Borough Council Local Plan- Cllr M Fitzgerald confirmed that the inspector has declared this plan sound and it will hopefully be adopted by ABC full council on the 16th July. It includes S.19 a pioneering clause which sets out a set back distance between residential property and a wind turbine (800m for a turbine over 25 m high).

Action: Clerk to circulate a copy of the link for the plan to all councillors

2014.53

Cumbria County Council

Highways Update

- The white lines have now been completed
- The road from Millbeck to the A591 is still a serious cause for concern both road surface condition and drainage issues
- Drains on the road from Applethwaite to A591 need cleared (Applethwaite Lane)

Action: Clerk & Cllr Fitzgerald to chase up these matters.

2014.54

Cumbria Association of Local Councils

- i) Receipt of the CALC monthly circular was noted
- ii) The minutes of the Parish Forum held on the 12th May were noted as received
- iii) Rural Housing Questionnaire **Resolved** that the proposed development at Sheepdog field would satisfy the need for any further local housing.

Action: Clerk to response to the questionnaire with a covering letter noting the sheepdog field proposed development

Cllr M Fitzgerald informed the meeting that she is trying to set up a meeting between ABC & LDNPA to look at how they engage together.

Action: Cllr M Fitzgerald to keep Underskiddaw Parish Council in the loop about this meeting.

- iv) Questionnaire on perceptions of the Lake District- **Resolved** that all councillors complete this survey individually

- v) NALC guidance note & model complaints procedure- Receipt of this was noted.

Action: Clerk to prepare a draft copy for Underskiddaw Parish Council to consider adoption of at the September meeting.

- vi) UU Water Resources Management Plan- The council noted receipt of the information that this has been called in for a public inquiry.

Resolved that the council would like to comment that should this plan go ahead on the Underskiddaw side of Bassenthwaite that the community benefits package should include improvements on the A591 for pedestrians, cyclists and disabled access.

Action clerk to write to UU with the above comment

2014.55

Admin Issues from the New Clerk

- a) Correspondence- **Resolved** that the clerk would prepare a list of all correspondence received for circulation to all councilors at the next meeting.

Action: Clerk to prepare this, and check all councilors are on the direct mailing list for the CALC monthly circular.

- b) Storage of planning applications- The clerk confirmed that Cumbria Archive Centre will take much of the information that is currently at Pauline's house, on deposit (so it remains under the ownership of the parish council).

Resolved that all old documents are sent to the archives centre (who will catalogue it and provide a catalogue list).

Resolved that the clerk only store planning applications once they have been dealt with if the parish council objected to them or if they are a key application. All others to be confidentially disposed of.

Action: Clerk to process the above.

- c) Noticeboards- **Resolved** that Cllr Bulman or Corder will erect notices on the Millbeck Village Hall noticeboard, and Cllr Wilson will do Thurshwood.

Action: Clerk to procure a spare key for the Millbeck noticeboard.

2014.56 **Derwent 7**

The minutes of the Derwent 7 meeting on the 16th June 2014 were noted as received.

2014.57 **Members Reports**

Village Hall Committee- Cllr Corder informed the meeting that the BBQ was successful however not as well attended as in the past. Cllr Corder informed the meeting that he would be stepping down from the Village Hall Committee at the next AGM (the secretary and treasurer are also stepping down at the same time) and there are no prospective new candidates coming forward. Underskiddaw Parish Council noted their concern at this lack of interest in the village hall committee, and noted the importance of this continuing.

Action Cllr Corder to write an article on the above and appealing for volunteers to join the committee.

Action clerk to draft a newsletter for circulation in September.

2014.58 **Date of Next Meeting**

16th September 2014 at 14:00 in Millbeck Village Hall.

The Chairman closed the meeting at 15:50

Matters for the next meeting:

- Cherry Bank (Little Dodd) the ABC Gazeteer has confirmed there is another Cherry Bank within the parish and they don't encourage duplicate names within a parish. Should be called 'Dalphi'.
- Collection from Ms Fernandez towards a community defib was passed to Cllr Gibbs to go towards the Keswick First Responders
- Little Dodd track-LDNPA have confirmed that they have been informed the track is only in place for the access purposes of the development.