# Underskiddaw Parish Council Minutes

Minutes of the meeting of the Underskiddaw Parish Council meeting held in Underskiddaw Church Rooms at 14:00 on the 4th October 2022

**Present:** Joe Saxton (Chair), Jan Boniface, Diane Griffiths, David Horsburgh

**In Attendance:** Jill Perry (Shadow Authority of Cumberland elected member), John Hayes (Village Hall), 1 resident

**Apologies**: Cllr Ellen Barker (Work commitments), Cllr J Lambert (Work Commitments)

With 4 councillors present the meeting was quorate.

# 58/2022 Apologies for absence

**Resolved** by all present that the above-mentioned apologies from Parish Councillors and the reasons for absence be accepted.

# 59/2022 Approval of Minutes of the Meeting held on the 19th July 2022

**Resolved** by all present that the minutes of the meeting held on the 19th July 2022 be signed as a true and accurate record by Cllr Joe Saxton.

**Action: Clerk to upload the minutes to the website and circulate to all.**

Concern was noted about the potential for Parish Councils having to solely bare the cost of the May 2023 election in particular in a cost-of-living crisis.

**Action: Clerk to seek legal advice on what the position is if a Parish Council refuses to precept and budget for an election in May 2023.**

# 60/2022 Request for Dispensations & Declarations of Interest

None

# 61/2022 Exclusion of Press & Public (Public Bodies Admission to Meetings Act 1960).

None

# 62/2022 Public Participation

None

# 63/2022 Application for Co-option (1 Vacancy)

None received

# 64/2022 Update from other bodies (If present)

## Cumberland Shadow Authority

A consultation process for the Cumberland Authority Plan has been concluded and it has been through scrutiny, and it will hopefully be adopted at the next full cabinet meeting.

# 65/2022 Clerks report

The Clerk Report had been circulated to all prior to the meeting. The receipt of this report was noted by all.

# 66/2022 Road Sweeping

**Resolved** by all present that this matter be deferred until the March 2023 meeting.

**Action: Clerk to agenda this for the March 23 meeting.**

# 67/22 Day/Time for Council meetings

Consideration was given to the day of the week/time of day that Underskiddaw Parish Council meetings should be held. It was noted that consideration has been given to altering the time/day in the past and the Parish Council have always reverted back to the current time & date. Currently meetings are held on a Tuesday afternoon at 14:00. The Clerk confirmed that she has other regular evening meeting commitments and may find it difficult to agree to clerking another evening meeting on a set pattern.

A poll was held during the meeting during which

2 councillors present confirmed that 14:00 on a Tuesday worked for them

1 councillor said later in the afternoon 16:00 would be better

Cllr J Saxton made no comment on the best time for him.

**Resolved** by all present that the Chair consult with the two councillors that are not present about times/days that would work for them and share this information with all.

**Action: Clerk to agenda this for a future a council meeting.**

# 68/2022 Finance & Accounts

## To receive note of the Bank Balances

**Resolved** by all present that the bank balance be noted as

Current Account £11,655.96 at 31st August 2022

## Invoices for approval

|  |  |  |
| --- | --- | --- |
| **To** | **For** | **Amount** |
| Community Heart Beat Trust | Replacement light (Applethwaite Phone Box) | £84.00 |
| Becx Carter | Salary | £380.36 (Paid via BACS) |
| HMRC | PAYE | £253.60 (Paid via BACS) |
| TSO Host | Website | £105.34 |
| Crosthwaite Church PCC | Room Hire | £25.00 |
| Becx Carter | Expenses | £38.27 |

**Resolved** by all present that these invoices be paid.

**Resolved** by all present that a budget of up £1000 be authorised for Andrew Wilson works, subject to invoices being received.

**Action: Clerk to organise the payment of these accounts.**

## Bank reconciliation & spend against budget report

**Resolved** by all present that the bank reconciliation & spend against budget report be signed as a true and accurate record by the chair of the meeting.

## To consider a £150 contribution towards the Clerk undertaking the CILCA qualification

**Resolved** by all present that a contribution of £150 be made towards the Clerk undertaking the CiLCA training course which will be of benefit to Underskiddaw Parish Council once completed.

The Clerk noted that she had paid for the training course and resources up front so the contribution would be payable directly to her for reimbursement of some of the costs.

**Action: Clerk to organize this payment.**

## To consider & adopt the Civility & Respect Pledge

A number of organisations that represent Parish Councils on a National Level (National Association of Local Councils, and Society of Local Council Clerks) for England, have been working together to try and address the growing concerns about the impact bullying, harassment and intimidation has on local councils, councillors, clerks & council staff and therefore the effectiveness of local councils.

The project has now produced as Civility & Respect Pledge that Local Councils can sign up to that confirms that Underskiddaw Parish Council would treat councillors, clerks, employees, members of the public & representatives of partner organisations with civility & respect in their roles and that it:

* Has put in place a training programme for councillors & staff
* Has signed up to the Code of Conduct for councillors
* Has good governance arrangements in place including staff contracts & dignity at work policy
* Will seek professional help at the early stages should civility & respect issues arise
* Will commit to calling out bullying & harassment if and when it happens
* Will continue to learn from best practices in the sector and aspire to be a role model/champion council
* Supports the continued lobbying for change in legislation to support the Civility & Respect Pledge including sanctions for elected members where appropriate.

**Resolved** by all present that Underskiddaw Parish Council formally commit to all aspects of this pledge with immediate effect.

**Action: Clerk to file this pledge with NALC & to update the Parish Council website.**

## (vi) To consider the submission of a request to UU for Grant Funding for the Village hall & Crosthwaite Church Rooms.

Crosthwaite Church Rooms Committee have submitted a request to the Parish Council for financial support from Unitied Utilities towards the refurbishment/upgrade of the Church Rooms which will be of benefit to all local residents. The total request for the Church Room is £2995.00 + VAT.

Underskiddaw Village Hall have previously circulated a list of priorities for refurbishment:

* Replace 3 original doors with composite wood doors- Circa £5000
* Replace 2 dilapidated/broken roof lights- Circa £6,000
* Replace poor quality single glazed windows- Circa £12,000
* Solar PV Array to SSE-facing roofs- Circa £8,000
* Battery Storage as part of the PV System- Circa £8,000

**Resolved** by all present that an application be made to United Utilities for the full list of needs of both Underskiddaw Church Rooms & Underskiddaw Village Hall.

**Action: Clerk to send these to the UU for consideration.**

## (vii) To consider a donation to the Great North Air Ambulance

**Resolved** by all present that this request be deferred to the November 2022 meeting, as a quorate decision was not reached during the meeting.

**Action: Clerk to agenda this for the Nov 22 meeting.**

# 69/2022 Lake District National Park Authority

## Decisions

**Resolved** by all present that the below decisions be noted as received.

|  |  |  |  |
| --- | --- | --- | --- |
| **Ref** | **Location** | **Proposal** | **Decision** |
| 7/2022/2145 | Scar House, Applethwaite | Demolition of modern asbestos garage, repairs to chimneys and roof, replacement rainwater goods, re-render gable end and new wood burning stove in existing fireplace | Approved with conditions |

## Planning Applications for Consideration

**Ref: 7/2022/2206**

Location: Former Garden Centre, A591 Bothel to A66 Keswick

Proposal: Application to modify S.106 Agreement on planning permission 7/2019/2305 to amend tenure of affordable dwellings; 4 dwellings for rent and 2 dwellings for intermediate tenure (shared ownership)

This was noted for information as it was not a consultation.

**Ref: 7/2022/2217**

Location: Crosthwaite Conference Centre, Church Lane

Proposal: Operation of a temporary self catering campsite for 3 weeks, to run in conjunction with Keswick Convention in 2023

**Resolved** by all present that Underskiddaw Parish Council and no comments or objections to this proposal

**Action: Clerk to submit these comments.**

**Ref: 7/2022/2233**

Location: Former Garden Centre, A591 Bothel to A66, Keswick

Proposal: Approval of details reserved by conditions.

**Resolved** by all present that the Clerk should circulate this application to all councillors via email for consideration.

**Action: All to send comments back to the Chair by return of email.**

# 70/2022 Members Reports

## Village Hall

A report was received from the village hall and this was noted as received.

# 71/2022 Dates of next meeting.

**Resolved** by all present that dates for the forthcoming meetings of Underskiddaw Parish Council be set as:

15th November 2022-Underskiddaw Church Room

Meeting Closed 14:45