

UNDERSKIDDAW PARISH COUNCIL

Parish Clerk: Nick Phillips, 14 Twickenham Court, Carlisle CA1 3TW Tel: 0750 800 1602

Email: Underskiddawparishclerk@hotmail.com Website underskiddawparishcouncil.co.uk

Minutes of the Underskiddaw Parish Council meeting held on Tuesday 17 September 2024 at 2.00pm in The Church Room, Underskiddaw.

Present: D Burn (Chair), J Boniface, T Butcher (From item 42), J Perry

Also Present: N Phillips (Clerk/RFO)

Minutes

39. **Election of Chair 2024/25** - Cllr Burn elected as chair for 2024/25
40. **Declaration of Office –received the Chair’s declaration of office**
41. **APOLOGIES FOR ABSENCE** - none
42. **Co-option of Councillor** –resolved to co-opt Mr Tim Butcher as a councillor and provide a verbal report on current position.
43. **MINUTES OF THE COUNCIL MEETING held on 16 July 2024** - authorised the chair to sign, as a correct record, the minutes of the meeting held on 16 July 2024.
44. **DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATION - none**
 - a. Register of Interests: Councillors are reminded of the need to update their register of interests
 - b. To declare any personal interests in items on the agenda and their nature
 - c. To declare any prejudicial interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the meeting for the relevant items)
 - d. To make any requests for dispensation
45. **Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)**
To decide whether there are any items of business which require exclusion of the press and public -none
46. **PUBLIC PARTICIPATION (20 MINUTES ALLOWED)** – None present although the clerk had distributed an email concerning a potential motorhome site in the village and also shared the response from LDNPA. The clerk was asked to contact the resident to request that they monitor the situation and inform him if there are any breaches.
47. **CUMBERLAND COUNCILLOR REPORTS–received** for information the following:
Community Panel network event on Thursday food themed, the next meeting will take place in January in Keswick focusing on active travel, footpaths and cycleways.
Deadline for application for funding for projects 16 November 2024 for any community groups.
48. **POLICE MATTERS –resolved** not to submit any matters to the Local Focus Hub.
49. **PLANNING APPLICATIONS** -
 - a. noted the following applications that were delegated to the Clerk for decision following consultation with councillors and the comments below made online.

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7/2023/2205 +2204	Millbeck Village Hall, Millbeck Village, Millbeck, Cumbria, CA12 4PS	To demolish the existing Gents Toilet Block at the rear of Underskiddaw Village Hall and replace with a modern extension, including additional storage space. (The existing toilet block was not part of the originally constructed Village Hall, but was an extension added in the late 1950's / early 1960's, which is single skinned with no insulation, and a flat asphalt roof).	Support
7/2024/2159	Cragg Side, Underskiddaw, Keswick, CA12 4PY	Demolition of domestic garage building and construction of replacement with larger footprint	No observations

b. Noted the following applications were granted approval

7/2023/2205 +2204	Millbeck Village Hall, Millbeck Village, Millbeck, Cumbria, CA12 4PS	To demolish the existing Gents Toilet Block at the rear of Underskiddaw Village Hall and replace with a modern extension, including additional storage space. (The existing toilet block was not part of the originally constructed Village Hall, but was an extension added in the late 1950's / early 1960's, which is single skinned with no insulation, and a flat asphalt roof).
7/2024/2125	Gorselees, Minor Road From Underskiddaw To Applethwaite Country House, Applethwaite, Cumbria, CA12 4PP	Demolition of existing kitchen extension and balcony. Construction of new kitchen extension

50. FINANCE

a. **Payments- authorised** schedule of payments totalling £969.94 (VN 19-29)

VN	Inv. Date	PAYEE	CHQ. NO/ Ref no	Purpose of Expenditure	AMOUNT £	VAT INCLUDED £	NET AMOUNT £
19	30/07/2024	Starboard Systems Ltd	INV-6416	Scribe Subscription	15.00	3.00	18.00
21	01/08/2024	Starboard Systems Ltd	0	Scribe Subscription	15.00	3.00	18.00
20	13/08/2024	Community Heartbeat Trust	INV22779	defibrillator supplies	262.00	52.40	314.40

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20	13/08/2024	Community Heartbeat Trust	INV22779	defibrillator supplies	12.50	2.50	15.00
22	01/09/2024	Starboard Systems Ltd	0	Scribe Subscription	15.00	3.00	18.00
23	18/09/2024	Nick Philips	0	Clerk Salary	217.40	0.00	217.40
24	18/09/2024	HMRC	0	PAYE	47.80	0.00	47.80
25	18/09/2024	Crossthwaite Parish Room	URH	Room rental	25.00	0.00	25.00
28	01/10/2024	Starboard Systems Ltd	0	Scribe Subscription	15.00	3.00	18.00
26	16/10/2024	Nick Philips	0	Clerk Salary	217.40	0.00	217.40
27	16/10/2024	HMRC	0	PAYE	47.80	0.00	47.80
29	18/09/2024	Community Heartbeat Trust	23041	defibrillator supplies	10.95	2.19	13.14

b. **Monthly reconciliation (July and August) –received and noted** the reconciliation and balances and approved by Cllr Burn.

c. **Monthly budget update- received and noted**

d. **Clerk's Salary and PAYE** –resolved to set up a standing order for payment

51. Sewerage discharge into becks and rivers – Discussed that there appears to be some discharge into local becks in particular Applethwaite Gill. Clerk asked to report to United Utilities and check on the National Rivers Trust website.
52. Engagement with the community – discussed the following: disappointment was expressed that the clerk had not received any comments on this item and that there were not members of the public present. Parish Council will try to make sure their actions are being reported on a regular basis, community groups and grants were discussed as a way of the Parish Council supporting specific groups in the community.
53. Grounds maintenance contract – Only one contractor had currently responded and awaiting prices.
54. NALC model financial regulations –resolved to adopt the model regulations.
55. Dates for future meetings – Agreed the dates of future meetings as follows
22 October 2024 at 2.00pm
7 January 2025 at 2.00pm
4 March 2025 at 2.00pm
56. Website –resolved to migrate the website to hosting from Rocket Sites.
57. Polling arrangements –resolved not to submit a response to the consultation on polling arrangements from Cumberland Council.
- 58. Councillors' reports and items for future agenda.**
New Red squirrel notice has been placed
Ivy on bus shelter
- 59. Date of next meeting**
The next meeting of the Parish Council will take place at The Church Room, Underskiddaw on 22 October 2024 at 2.00pm.
Agenda items to be submitted to the Clerk by 12 noon on Friday 11 October 2024.
Meeting closed at 15:10