

ESKDALE PARISH COUNCIL

DRAFT MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 10 SEPTEMBER 2019 IN THE VILLAGE HALL, ESKDALE GREEN COMMENCING AT 7.30PM

Present: Cllr M Shaftesley (Chair), Cllr R Brown, Cllr I Kirby and Cllr L Hunt

53/19 Apologies: Cllr A Vicars, Cllr M Watson, Cllr C Ashall, Borough Councillor G McGrath and Cty Cllr K Hitchen

54/19 Exclusion of Press and Public

None required

55/19 Declarations of Interest

Cllr Kirby declared an interest in Agenda item 10.3 – planning matters

56/19 To Approve the Minutes of the meeting held on 17 July 2019

The minutes of the meeting held on 17 July 2019 were approved and signed by the Chair.

57/19 Police Liaison Report

The Clerk reported that the police contact for the area was PCSO 5301 Harrison

58/19 Progress Reports

None

59/19 Public Participation

No Public present

60/19 County Councillor/District Councillor reports

None received.

61/19 Applications for Development

61/19.1 To examine applications for development and submit observations to the Planning Authority

7/2019/4094 Mountain View, Eskdale, Holmrook, Cumbria, CA19 1TR (map)

New single storey part rear and part side extension to existing two storey house to replace existing dilapidated rear lean-to

The council resolved to support this application

61/19.2 To ratify the observations submitted by the Clerk under devolved powers since last meeting.

7/2019/4049 Youth Hostels Association, Eskdale Youth Hostel, Boot, Holmrock

Removal of temporary hardstanding for car parking, creation of 6 extra car parking spaces and existing timber deck to be removed and relocated to house timber shed.

This application was supported

61/19.3 To note the decisions of the statutory planning authority with regards to recent applications:

7/2019/4024 Whillan Beck, Boot, Holmrook, Eskdale

Approval of details reserved by condition on planning application 7/2017/4081:

Confirmation of compliance with condition attached to planning permission

Complies with Condition

7/2019/4054 Whillan Beck, Boot, Holmrook, Eskdale

Approval of details reserved by condition no 9 on approval ref 7/2017/4081

Confirmation of compliance with condition attached to planning permission

Complies with Condition

7/2019/4040 Dalegarth Farm Cottage, Eskdale

Conversion & refurbishment of dwelling to provide 2 no. dwelling units

Approved with Conditions

7/2019/4069 Longrigg Green, Eskdale Green, Holmrook

Variation of condition 2 (plans) on planning application 7/2019/4011

Approved with Conditions

62/19 FINANCIAL RECORDS**62/19.1 To approve the following payments:**

L Cooper	Clerks Salary & expenses	£ 254.80
HMRC	PAYE	£ 63.00

62/19.2 To note the receipt of payments

None received

62/19.3 To receive and note the bank reconciliation statements

None received

63/19.4 To consider the Budget Comparison Report as at 31 August 2019 and determine action need to address deviations from the budget

The Clerk reported that there was an underspend on Insurance of £80.50 and CALC subscription of £25.38. There is an overspend on Internal Audit fees of £20 and External auditors fees of £576 due to the failure of the previous clerk to submit returns. There is a potential underspend on Clerk's salary and HMRC associated costs which may be able to be allocated to the overspend. The Clerk predicted that the total budget spend for the year would not be exceeded.

63/19.5 Submission of VAT returns for 2018/19 and 2016/2019

The Clerk reported that 2 VAT returns had been submitted, one for the year 2018/19 for a total of £106.24 and one for 2016/19 for a total of £526.90 and was awaiting the results of both claims.

The Clerk reported that a VAT126 number had been allocated to the Council.

63/19.6 AGAR

It was noted that notification had been received from PKF Littlejohn that the AGAR had been put on hold pending the result of the police investigation.

64/19 Parish Matters

64/19.1 Training for Councillors

Training for all councillors has been arranged for 30 September 2019 commencing at 6.30pm at Eskdale Parish Hall.

64/19.2 Japanese Garden – Forestry Commission

The Clerk reported that an invitation had been sent to the Forestry Commission to attend the meeting to discuss and there had been no response. Cllr Shaftesley to try and obtain a contact name. It was agreed to invite a discussion with the Forestry Commission as to the feasibility of the handing over of the Japanese Garden to the Parish Council to maintain.

64/19.3 Devoke Water Boathouse

A proposed site meeting was arranged for 17 September 2019 at 6.30pm. The Clerk to contact to arrange.

64/19.4 Verge Cutting Specification and review of previous works

A email of complaint regarding vegetation debris on the road following recent verge cutting had been received. It was noted that the verge cutting had been undertaken by an individual without the knowledge of the Parish Council. The Clerk to respond accordingly and advise on how the problem can be reported to Cumbria Highways. Cllr Shaftesley to review the verge cutting contract and bring to the November meeting for discussion.

64/19.5 To approve the following policies:

- a) Appraisal Policy
- b) Equal Opportunities Policy
- c) Protocol for the recording and filming at Council meetings
- d) Recruitment Policy
- e) Sickness Absence Policy
- f) Training and Development Policy

All Policies had been previously distributed to Councillors for their attention.

It was proposed by Cllr Shaftesley and Seconded by Cllr Hunt, and agreed by the full council that the policies be accepted.

All approved policies to be uploaded onto the website.

64/19.6 Policy Review

The Clerk has produced a review schedule for all policies commencing July 2020.

65/19 To receive reports from representatives on outside bodies

None

66/19 Correspondence

To discuss any correspondence received for open discussion:

- The Clerk reported that a letter had been received from the Police regarding the outcome of their investigations and actions being undertaken
- The Clerk reported that a letter had been received requiring bank details for the payment of compensation from the police investigation

67/19 Councillor Matters

- Cllr Kirby stated that he had been approached by residents requesting that a noticeboard be located at Boot. The Clerk to place an article in the Parish Magazine promoting the new website and also advertising Councillor vacancies.
- Cllr Shaftesley asked that the Parish Plan be placed on the next Agenda
- The Clerk reminded the council that the post was interim and that the council would need to clarify the position by the end of the year.

68/19 Date of Next Meeting

The next meeting of the Parish Council to be held on 12 November 2019 at Eskdale Green Village Hall commencing at 7.30pm.

There being no other business the meeting closed at 8.35pm

DRAFT