



## Skelsmergh and Scalthwaiterigg Parish Council

### Minutes of the Ordinary Meeting

Wednesday 19 January 2022, 7.30pm at Skelsmergh Community Hall

*Social distancing was maintained in compliance with CV-19 guidance*

**Present:**

**Parish Councillors:**

John Chapman (JC) – Chair

Freyja Burrill (FB)

Angela Brand-Barker (AB-B)

**SL District Councillors:**

Cllrs Pat Bell (PB) and Hazel Hodgson (HH)

**Clerk:**

Karen Little (KL)

**Parish Residents:**

No residents of the parish were present.

Minute Number	Business Item
44/21	<p><b><u>Welcome and Apologies</u></b></p> <p>The Chair opened the meeting and warmly welcomed all present. Apologies were received and accepted (post-meeting) from Cllr Tim Maggs (TM). The meeting was quorate.</p>
45/21	<p><b><u>Declaration of Interests</u></b></p> <p>There were no interests declared in any agenda item.</p>
46/21	<p><b><u>Open Forum:</u></b></p> <p>a. <b>A warm welcome to Tricia Rogers, Priest in Charge - Beacon Team</b></p> <p>Rev Rogers sent her apologies; the Diocese had advised her to reduce risk by avoiding face to face meetings other than church services. She will accept the invitation at a later date when the CV-19 risk has reduced.</p> <p>b. <b>Update from SLDC/CCC Councillors:</b></p> <p>Councillor Bell confirmed that the good progress was being made with the arrangements to establish the two new Cumbria unitary authorities. The judicial review has been refused by the High Court - Cumbria County Council (CCC) has the right to appeal. Currently CCC's legal costs for the Court Case amount to ~£16k.</p> <p>Councillor Hodgson has supported the Chair's request for the County Countryside Access Team to prioritise the repair/replacement issues raised in Joseph Rigby's (JR) footpath survey. No response has been received from them yet.</p> <p>JC: We have been notified that new waymarks are now in stock - the initial step is to assess from JR's report how many are needed and invite volunteers to help install them. Mrs Mary Chapman has completed approved waymark training and has offered advice, if needed. Unfortunately, due to depleting resources and the effectiveness of available preservatives, public rights of ways are in a deplorable state county-wide.</p> <p>AB-B: Proposed a 7pm start time for future Parish Council meetings, as there is now no initial refreshment slot at PC meetings.</p> <p><b>RESOLVED:</b> All future ordinary Parish Council meetings will commence at 7pm.</p> <p>FB: Raised a concern that the recent storm Arwen highlighted the increased health risk from power outages. Electricity in particular - for communication /news and emergency</p>

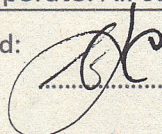
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	<p>telephone calls, and for heating/cooking in cold weather. She questioned whether the emergency planners should promote the same community strategies to 'look out' for neighbours (especially vulnerable and those living alone) in storm warnings as was evident during CV-19. It was suggested that local systems need to be stepped-up again; however, it was acknowledged that creating a volunteer infrastructure was a major organisational challenge. Also, with no power/lighting on inside a house, it was not easy to determine if a resident was away, or unable to answer the door due to an emergency.</p> <p><b>RESOLVED:</b> The following actions will be pursued:</p> <ol style="list-style-type: none"> <li>1. The Clerk on behalf of the PC will write to Electricity Northwest to share Councillors concerns and ask what support they can offer if power lines are affected by future adverse conditions.</li> <li>2. Invite feedback on possible contingency actions/offers of help in the consultation to review the parish community plan, e.g. identify a formal refuge for emergency food/warmth (Skelsmergh Community Hall was suggested).</li> <li>3. To request that SLDC apply pressure on appropriate authorities to plan contingency details to support vulnerable people in the event of a sustained powercut.</li> </ol>
47/21	<p><b>Parish Council Membership</b></p> <p>a. <b>Appointment of new Councillor (Skelsmergh ward) - Mr Mick Crozier</b> Mr Crozier sent his apologies, due to testing positive for CV-19. <b>RESOLVED:</b> To defer the new Councillor appointment to the March 2022 meeting.</p> <p>b. <b>Disqualification of Councillor (Scalthwaiterigg ward) - Section 85 Local Government Act 1972 (non-attendance)</b> Mr Moisl's position had been discussed with him prior to the meeting; the last meeting he had attended was 10.03.2021. <b>RESOLVED:</b> It was unanimously agreed to accept Mr Hermann Moisl self-disqualification as a Skelsmergh &amp; Scalthwaiterigg Parish Councillor with immediate effect. SLDC will be informed of the vacancy and a formal notice to co-opt a replacement will be displayed.</p> <p>c. <b>Appointment Parish Council Vice-Chair</b> <b>RESOLVED:</b> Following due process, Cllr Burrill was formally appointed as the Parish Council Vice-Chair, with immediate effect until April 2023, when elections are due.</p>
48/21	<p><b>Minutes of the Previous Meeting, circulated in advance</b> <b>RESOLVED:</b> The minutes of the Parish meeting on 10.11.2021 were confirmed as a true and complete record. The Chair was authorised to sign them as such at the meeting.</p>
49/21	<p><b>Matters Arising from the Minutes</b> Actions identified in the minutes are either reported in following agenda items, or if the relevant lead people are not present, to defer them to the next meeting,</p>
50/21	<p><b>Formal Announcements by the Chair</b></p> <p>a. <b>Clerk's appraisal, 07.01.2022</b> JC: The process was completed remotely on 07.01.2022. KL's priority for the year ahead is to ensure PC systems and details are robust for an effective handover to the new Clerk in April/May 2023.</p> <p>b. <b>Training programme, attached</b> KL: Funding has been allocated to support training for both experienced and new Councillors - requests to attend any of the CALC courses are welcomed. Details to book a place are given in the circulated training programme or via the Clerk.</p>
51/21	<p><b>Grant applications</b> No grant applications were received. JC: Ideas have been expressed and encouraged - no details have been received to date. Projects that benefit members of the community can be proposed by anyone who lives/ works in the Parish - the Council can award financial support to enable eligible projects to operate. All councillors are encouraged to promote grant applications; it is not a</p>

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Councillor's role to set-up and run community projects.

52/21

**Finance:**

- a. **To consider payments to be made as per Clerk's report, circulated in advance**

It was noted that the 2021-2022 insurance provider (Pen) has broken the long term agreement and declined to re-quote due to the property damage claim made.

**RESOLVED:** To make the following payments:

Payee	Expenses/Services	Amount (£)
Karen Little	Clerk's salary 01.12.2021 to 31.01.2022	441.31
Cumbria Payroll Services	January 2022 payroll	14.40
Hiscox Insurance Company Ltd	PC Insurance, 14.02.2022 to 13.02.2023	397.23
Tress skills Ltd	One day's tree felling in PC woodlands	180.00
Hermann Moisl	Replacement cheque, 2021 website hosting	209.32
*Joseph Rigby	Token of gratitude - parish footpath survey	20.00
	<b>TOTAL</b>	<b>1262.26</b>
To note: Income received	None	-

\* A book token is to be bought from petty cash.

- b. **To receive and note the bank reconciliation and predicted 2021-2022 year end position, Circulated in advance.**

**RESOLVED:** Due to the impact of the ongoing CV-19 constraints, it was noted that ambitions to hold a social event (consultation to review the Community Plan) and to book workman for agreed projects (new notice boards and tree-felling) was challenging, with delays incurred. However, now the restrictions are easing off, we are hoping to complete a number of projects before 31.03.2022. With these commitments, the predicted year end carry-over surplus is ~ £1k.

- c. **Draft budget build for 2022-2023, attached**

KL: A draft budget plan was provided (assumes that the precept is kept at the same level and that this year's planned financial commitments are successful) - this shows there is only limited scope for development investment next year after annual running/statutory costs are met. There is some flexibility - there maybe additional woodland income (sale of wood products arising from the tree-felling work), but there will be additional expenditure next year, e.g. election costs and NJC salary rates are expected to increase.

- d. **Set precept for 2022-2023**

It was agreed this time last year that the 2021-2022 precept would remain the same as the previous year while CV-19 continued to affect both the country and locally. With the focus now to establish a 'new normal' and enable new developments to flourish, it was thought unwise and inappropriate to keep the precept at the same level, and particularly important to have scope to fund an inclusive public consultation to review the Community Plan and be able to respond to new initiatives identified by parishioners.

**RESOLVED:** It was unanimously agreed to raise the Parish precept by 3.5% - this will amount to a precept total of £5,015.14, a total increase of £170, over 210 properties (different bandings apply). This is similar to the 2020 percentage precept increase.

- e. **Actions needed - bank signatories**

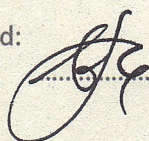
Cllrs John Chapman and Angela Brand-Barker have completed the required paperwork to update the list of formally approved signatories (minute 25/21a) and remove Councillors as signatories who's office has expired (CMcL; DS-R and HM). The forms are also a formal application for online bank facilities for the PC Barclay's account.

53/21

**Website Proposal**

KL: Options for web designers had been circulated prior to the meeting. Councillors had been provided with the details for each provider option on cost and ability to meet the

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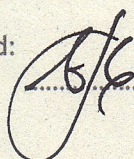
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	<p>deadline (03.02.2022) for the renewal date with the current web host. Also, examples of the websites they currently offer to other parish councillors, with a recommendation.</p> <p><b>RESOLVED:</b> To approve the contract with A2A Advertising Limited, based in Milnthorpe as the best value and local web designer/support provider. The Clerk will receive training on managing the site, as part of the contract. Total cost £455, plus VAT.</p> <p><b>Action:</b> Councillors (and Tony Cousins) are invited to send local photographs for the new Parish Council web site. KL to progress the transfer process to A2A Advertising Ltd.</p>
54/21	<p><b>Community Action Plan -</b></p> <p><b>a. Environment:</b></p> <p>1. Stile at Oakbank  JC: No progress - landowner consent will be needed.</p> <p>2. Woodlands maintenance  JC: The tree-felling in the Garth Row woodlands has produced (green) logs and stakes for sale - it is hoped that the products will offset the labour/machinery costs. Volunteers were working in Cold Harbour Quarry yesterday; the hazel coppicing has regrown splendidly, with no deer damage. Snowdrops are coming through on both sites.</p> <p>3. Otters crossing, <i>communications with South Cumbria Rivers Trust (SCRT) shared</i>  JC: No response received from SCRT. There might be a grant application from a parishioner living near to the otters crossing point - to introduce a project implemented on Mull, using reflectors at the road edge to deter the otters from straying onto the A6. Councillors stated that they would be keen to receive more details on this.</p> <p><b>b. Highways and Transport: updates on:</b></p> <p>1. Highway issues on Gurnal Bridge Lane  <b>RESOLVED:</b> In the absence of TM, this issue was deferred to the next PC meeting.  JC: A meeting has been arranged with Carter Jonas representatives for the owners of the land 'isolated' by the creation of the new road. They would like the PC to manage this land on a licence basis. This will need careful discussion on the PC's future capacity to do this, as well as the responsibilities for public access/safety, and to preserve the integrity of the river bank. Agenda item and report to the PC in March.</p> <p>2. Patching work - Gilthwaiterigg Lane  JC: The highway work is now complete. It was noted that this was not the worst section of highway in the parish that warranted repair work.</p> <p><b>c. Communication</b></p> <p>1. Welcome pack for new residents  KL: Letter is to be updated and circulated; copies of the community plan and parish walks were given to Councillors to have when new residents move in their locality.</p> <p>2. Noticeboard maintenance and ownership tag  Neil Hawes has been commissioned to make a new noticeboard for Oakbank, minute 24/21c1. JC and are seeking quotes for ownership banners to go on the top of the notice boards and the gate at Cold Harbour Quarry.</p> <p><b>d. Community</b></p> <p>1. Coronavirus - impact on Parish  There has been no reported hardship or requests for help from the Parish Council relating to adversities experienced during the CV-19 pandemic.</p> <p>2. Impact of storm Arwen  Discussed and reported in the Open Forum section, item 46/21.</p>
55/21	<p><b>Planning Applications,</b></p> <p><b>a. Update on planning applications since March 2021, attached</b>  <b>RESOLVED:</b> The status for each planning application in the parish since March 2021 was Noted. The report is attached as Appendix 1 to these minutes.</p>

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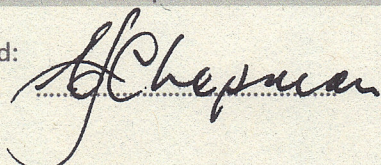
	<p><b>b. Initial plans for a Costa Coffee drive-through - Morrisons car park, Queen Katherines Avenue, Kendal.</b></p> <p>This application falls outside of the parish boundary, however, the PC can make a representation as an interested neighbour.</p> <p><b>Action:</b> JC to provide comment for the Clerk to submit on behalf of the Parish Council.</p>
56/21	<p><b><u>CALC - South Lakeland District Association,</u></b></p> <p>a. <b>Meeting 25.11.2021</b> - cancelled</p> <p>b. <b>Next scheduled meeting:</b> Thursday 24 March 2022</p> <p><b>RESOLVED:</b> Cllrs Chapman and Burrill will attend; they will share the concerns raised at the meeting and encourage other parishes to lobby for improvements in contingency plans to protect vulnerable people in the event of future storm-related power outages.</p>
57/21	<p><b><u>Correspondence:</u></b></p> <p>The Clerk has circulated a copy of the SLDC's street naming and number policy as part of a public consultation of their plans to reflect national best practice.</p> <p><b>RESOLVED:</b> As there are only a few new buildings in the parish, and these have bespoke addresses, Councillors felt they were not able to helpfully contribute to the consultation. The point was made that it is very important for residential signage to be visible, especially in an emergency.</p>
58/21	<p><b><u>Dates for Next Meetings,</u></b> venue: Skelsmergh Community Hall, commencing 7 pm:</p> <ul style="list-style-type: none"> <li>• Wednesday 9<sup>th</sup> March 2022</li> <li>• Wednesday 25 May 2022</li> <li>• Wednesday 20 July 2022</li> <li>• Wednesday 21 September 2022</li> <li>• Wednesday 16 November 2022</li> <li>• Wednesday 25 January 2023</li> <li>• Wednesday 20 March 2023</li> </ul> <p>The Chair formally closed the meeting at 21.25, after thanking everyone for their time and contributions to the meeting.</p>

#### Appendix 1: Planning Applications - Update on status of all applications received since the March 2021.

Shading indicates decision has been made

- a. SL/2021/0255, Gilthwaiterigg Lane Barn, KENDAL. Building to cover existing yard and midden. S&S PC: No objections. SLDC: Granted with 7 conditions. 08.07.2021.
- b. SL/2021/0273, Gouldmire Cottage, Scalthwaite, KENDAL. Single storey side and rear extensions and construction of a detached self-contained garden cabin. S&S PC: No objection. SLDC: Granted with 4 conditions, 21.05.2021.
- c. SL/2021/0487, Broadthorn Cottage, Patton, KENDAL. Alterations to include a two storey side extension, raised terrace to side and rear with store under and new parking and turning area. S&S PC: No objections. SLDC: Granted with 5 conditions. 15.07.2021.
- d. SL/2021/0463, Plot C Holme House Farm, Skelsmergh, KENDAL. Application for approval of reserved matters (landscaping and layout) following outline approval SL/2019/1032 (Demolition of existing buildings and erection of five dwellings and shared use buildings) & access, appearance, landscaping and layout of plot C. PC: No objection. SLDC : No decision, Date received 04.05.2021.
- e. SL/2021/0540, Plot E Holme House Farm, Skelsmergh, KENDAL. As above.
- f. SL/2021/0545, Plot D Holme House Farm, Skelsmergh, KENDAL. As above.
- g. SL/2021/0552, Holme House Farm Limited, Skelsmergh, KENDAL. Removal or variation of a condition 5 (gross internal floorspace of each of the five dwellings) attached of outline planning permission

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SL/2019/1032 (Demolition of existing buildings and erection of five dwellings and shared use buildings). PC: No objection; date received 24.05.2021. SLDC: *Refused, 03.09.2021 - replacement residential floor space has potential to exceed lawful population for the site.*

- h. SL/2021/0589, Carus Green Golf Club House Burneside Road KENDAL LA9 6EB. Extension to driving range. S&S PC - we wish to emphasise the adverse impact which the lighting of this facility already has on the night-time amenity of residents north of River Kent and urges SLDC to impose strict conditions on flood lighting, if it is minded to approve the extension, and to seek agreement with the applicants for a reduction in the present level of light escape in line with current policies for the protection of the night-sky. The Parish Council requests that if approval is granted, strict conditions are imposed to restrain the escape of night-time light from the range in the interests of amenity in Skelsmergh and Scalthwaiterigg parish. Application received 07.06.2021. SLDC: *Granted with 8 conditions, includes restrictions on the type and time flood lights can be used, 25.10.2021.*
- i. SL/2021/0626, From land to the south of the A685, Appleby Road, Kendal to land immediately north of the A684 off Kinn Road, Kendal, KENDAL. Proposed works for and use of replacement section of aqueduct, including earthworks and ancillary infrastructure including: new valve house buildings within fenced compounds with permanent vehicular access provision; installation of tunnel shafts; open cut connection areas at either end of the replacement section within temporary construction compounds, to include site accesses, storage areas, plant and machinery, and drainage infrastructure. PC: No objection. SLDC: No decision. Date received 15.06.2021.
- j. SL/2021/0663, 9 Kiln Croft Skelsmergh Kendal LA9 6NE. Installation of two front roof dormer windows to serve first floor bedroom and ensuite. PC: No comment, date received 29.06.2021. SLDC: *Granted with 4 conditions, 18.10.2021.*
- k. SL/2021/0718, The Dell, Mealbank, KENDAL. Erection of side porch and alterations to existing balcony including installation of glazed infill panel. S&S PC: no objections. SLDC: *Granted with four conditions, 15.09.2021.*
- l. PN/2021/0074, Land off Paddy Lane, Paddy Lane, Scalthwaiterigg, KENDAL. Application to determine if prior approval is required for a proposed telecommunications mast, antennas and ancillary development. SLDC *reviewed, satisfies criteria; no prior approval required, 25.10.2021.*
- m. SO/2021/0001, Land adjacent to River Mint and Kent extending from adjacent to Lakeland Distribution Centre to Helsington Mills, KENDAL. Environmental Impact Assessment scoping opinion for proposed revisions to the Kendal Flood Risk Management Scheme approved under reference SL/2018/0925
- n. SL/2019/0743 Land North of Meadowbank Business Park, Shap Road, KENDAL. Hybrid application: 1. Full application for motor dealership (sui generis) including workshops, access roundabout, spine road and internal compartmentation area access junctions. 2. Outline Planning Application all matters reserved, apart from access, for employment business park (indicatively B1/B2 6400m2 & B8 2500m2).
- o. SL/2021/0886 Gouldmire Cottage, Scalthwaiterigg, KENDAL. Variation of conditions 2 (Approved plans) & 3 (External Materials) attached to planning permission SL/2021/0273 (Single storey side and rear extensions). PC: No objection, date received 14.09.2021. SLDC: *Granted, with four conditions, 29.11.2021.*

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