



## Skelsmergh and Scalthwaiterigg Parish Council

### Minutes of the Ordinary Parish Council Meeting

Wednesday 15 January 2020 at 7.30pm

Skelsmergh Community Hall

**Present:**

**Parish Councillors:**

John Chapman (JC) – Chair

Hermann Moisl (HM)

Claire Maclaine (CM)

Tim Maggs (TM)


Angela Brand-Barker (AB-B)

**South Lakeland District Councillors:** Hazel Hodgson (HH) and Pat Bell (PB)

**Clerk:** Karen Little (KL)

**Parish Residents:** Attended by three residents.

Minute Number	Business Item	Lead Person
74/19	<p><b><u>Welcome and apologies</u></b> Apologies were received from Parish Cllrs Freyja Burrill (FB) and Danny Seddon-Roberts (DS-R); consent was given. The meeting was quorate. SLDC Councillor Anne Hutton also sent her apologies.</p>	
75/19	<p><b><u>Declaration of interests</u></b> Cllrs Moisl, Brand-Barker and MacLaine declared an interest in agenda item 83/19b2; Cllr Maggs in 83/19b1.</p>	
76/19	<p><b><u>Minutes of the previous meeting, circulated</u></b> <b>RESOLVED:</b> The minutes of the Parish Council meeting on 06.11.2019 were confirmed as a true and complete record, and signed as such by the Chair.</p>	
77/19	<p><b><u>Open forum</u></b> Item raised by local residents and District Councillors:</p> <p><b>a. Noise problem - Oakbank area</b> A resident reported that the low-level industrial noise experienced by residents in the Oakbank area is being investigated and monitored with assistance from the SLDC Environmental Health Team. Some abatement has been noticed since the New Year, but the matter remains under review.</p> <p><b>b. Report from SLDC Councillors</b> SLDC's new year focus is on minimising climate change and residents' health and wellbeing. SLDC now have their own water-testing team. In February, Officers will help small businesses (e.g. Bed &amp; Breakfast providers) to comply with the EU private water supply regulations. Clarity on the costs of the statutory health assessment process and new licences will be published in due course. The regulations do not apply to private dwellings.</p>	
78/19	<p><b><u>Matters arising from the minutes</u></b> All actions have been completed or are covered under agenda items at this meeting.</p>	

Signed: 

PP: Cllr John Chapman, PC Chair

Date: 18/3/20

79/19	<p><b>Formal announcements by the Chair</b></p> <p><b>a. Clerk's appraisal</b> Completed satisfactorily on 10.01.2020; one issue was raised - the current contract of 3 hours/week will not cover full responsibility for managing the PC website once this is transferred over from Cllr HM. It was agreed to advise the PC to consider a pro rata salary increase to recognise an additional 1 hour per week for website management duties to apply from 01.04.2020 (the start of the new financial year). <b>RESOLVED:</b> To include in the discussion under item 81/19c.</p> <p><b>b. Historic Skelsmergh and Scalthwaiterigg records, attached</b> <b>RESOLVED:</b> To approve the Chair's proposal for Mr Tony Cousins (local historian) to sort Parish Council records dating back to the 1980s into papers that need to be either archived (e.g. minutes), retained (due to historical merit, research or of interest to the Clerk), or disposed of (i.e. those with no intrinsic value). Advice was given that papers for disposal need to be shredded as confidential waste.</p> <p><b>c. Agree a date for the annual Cenacolo meeting and the PC representatives to attend</b> <b>RESOLVED:</b> The responsibility for arranging the annual meeting with key stakeholders was formally handed over to Cllr Maclaine; Cllrs CM and FB have designated authority to attend the meeting as PC representatives. Mrs Mary Chapman will attend as a Community member. The meetings date was provisionally agreed as Wednesday 01.04.2020. <b>Action:</b> CM to contact all involved and agree arrangements for the 2020 annual meeting. <b>Post meeting - the meeting will be held on Wednesday 25.03.2020, 7.30pm at Skelsmergh Community Hall.</b></p>	CM																							
80/19	<p><b>Grant applications</b></p> <p><b>a. Upkeep graves - St John the Baptist Church, Skelsmergh</b> Councillors discussed the application (£350) to fund: care of the Churchyards; servicing and repair of the machinery; provision of petrol; and hedge trimming by a contractor. The amount requested/allocated previously for four years was £100/year. Councillors questioned the reason for the significant increase. Interesting historical information on the PC's ownership of part of the burial ground was provided by Mr Cousins. Cllr Chapman has information on a Community 'working party' maintenance service for local churchyards. <b>RESOLVED:</b> To defer this for consideration at the next PC meeting supported by more facts. <b>Action:</b> JC to seek further information from Canon Nigel Davies, and also to inform him of the local Community 'working party' service for churchyard maintenance.</p> <p><b>b. Refreshments for PC litter pick events</b> <b>RESOLVED:</b> To fund the refreshments at the next PC litter pick event on <b>Sunday 29 March</b> as a much-earned reward for all the volunteers. The Clerk is authorised to refund Cllr Chapman from the 'float funds' for the refreshments on presentation of the sales receipt.</p>	JC																							
81/19	<p><b>Finance:</b></p> <p><b>a. To consider payments to be made as per Clerk's report, attached x2</b></p> <table border="1" data-bbox="225 1541 1433 1915"> <thead> <tr> <th>Payee</th> <th>Expenses/Services</th> <th>Amount (£)</th> </tr> </thead> <tbody> <tr> <td rowspan="3">Karen Little</td> <td>Clerk's salary 01.12.2019 to 31.01.2020</td> <td>312.43</td> </tr> <tr> <td>Expenses 01.04.2019 to 31.03.2020</td> <td>111.40</td> </tr> <tr> <td><b>Total</b></td> <td><b>423.83</b></td> </tr> <tr> <td>Cumbria Payroll Services</td> <td>Payroll - Clerk's wages (includes VAT)</td> <td>14.40</td> </tr> <tr> <td rowspan="3">Cumbria Association of Local Councils (CALC)</td> <td>Effective Councillor Course: 14.10.2019, Cllr AB-B</td> <td>45.00</td> </tr> <tr> <td>Good Councillors Guide, Cllr AB-B</td> <td>3.00</td> </tr> <tr> <td><b>Total</b></td> <td><b>48.00</b></td> </tr> <tr> <td>Tree Skills Ltd</td> <td>1-day tree felling on woodland and a basic tree survey</td> <td>180.00</td> </tr> </tbody> </table>	Payee	Expenses/Services	Amount (£)	Karen Little	Clerk's salary 01.12.2019 to 31.01.2020	312.43	Expenses 01.04.2019 to 31.03.2020	111.40	<b>Total</b>	<b>423.83</b>	Cumbria Payroll Services	Payroll - Clerk's wages (includes VAT)	14.40	Cumbria Association of Local Councils (CALC)	Effective Councillor Course: 14.10.2019, Cllr AB-B	45.00	Good Councillors Guide, Cllr AB-B	3.00	<b>Total</b>	<b>48.00</b>	Tree Skills Ltd	1-day tree felling on woodland and a basic tree survey	180.00	
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	Neil Hawes	Replacement PC notice board at Skelsmergh Hall <b>Action:</b> JC to confirm when the board is in place - for the Clerk to post the cheque.	500.00	JC
	Came & Company	PC insurance, 14.02.2020 to 13.02.2021	292.28	
	Hermann Moisl	Web hosting	137.95	
		<b>TOTAL</b>	<b>1,596.46</b>	
	Income received	None, <i>see item 83/19a.</i>		
	Future Commitment	Replacement electrode pads for the Mediana A15 Outdoor Community Package defibrillator due 15.05.2020		
	<p><b>b. To receive and note the bank reconciliation and the predicted 2019-2020 year-end position, attached x2</b> The bank reconciliation was noted. Factoring in all the known expenses due before the year-end (but not including ring-fenced grant money for the purchase of IT equipment) the carry-forward to 2020-2021 is expected to be ~£600. (Note: this figure may change with as yet unknown income, e.g. sales of woodland products.)</p> <p><b>c. Draft budget build for 2020-2021, attached</b> Councillors were provided with data before the meeting of the annual statutory/operational costs and a comparison of the amount remaining to support local projects/benefits for the community if the precept either remained the same or was uplifted by a number of options. The national Clerk's salary increases for both 2019-2020 <i>confirmed</i> and 2020-2021 <i>indicated</i> and an increase to the Clerk's contracted hours were factored into the data illustrations. <b>RESOLVED:</b> To approve an increase in the Clerk's contract from 3 to 4hrs/week.</p> <p><b>d. Set the precept for 2020-2021</b> <b>RESOLVED:</b> After a very long debate, Councillors resolved to apply a 3.5% increase (amounts to £163.15 in total, ~ 80p per property) to the 2020-2021 precept. This was to keep in line with inflation and provide funding to support the Kiln Croft footpath project if it can be revived. The outcome of the November South Lakeland Local Committee meeting is still awaited, <i>item 83/19b3.</i></p>			
82/19	<b>Review of the Community Plan, attached x2</b> <b>RESOLVED:</b> To defer the item to the next meeting, to include all Councillors in the discussion.			
83/19	<p><b>To receive reports on:</b></p> <p><b>a. Environment and Community Woodlands:</b></p> <p>1. Woodlands survey report, <i>attached</i> Details of the risk assessment of trees and the management plan for the PC woodland at Garth Row were noted. A large Ash growing near the highway (with branches extending towards the electricity pole) is potentially at risk of die-back and will need regular inspection in the interests of safety to the public and public infrastructure. Ivy needs to be removed from another tree. No other risks were identified. On-going pruning activities will continue for the smaller trees - avoids the need for felling licences. It is hoped that the cost of the survey and professional felling work will be offset from the sale of honey and firewood. <b>Action:</b> JC/KL to inform the Electricity Board and the Highways Team of the risk/proximity of the large ash tree to the electricity pole and the A6.</p> <p>2. Woodlands management plan report, <i>attached x3</i> Report noted. The five-yearly woodland report details the development of the woodland plantation and guides PC actions (as responsible land owners) for the next five years.</p> <p>3. Update on the Woodlands Working Party activities - 17.11.2019 A 'thank you' was given to the volunteers who supported the event; another session is</p>			JC/ KL

Signed: 

PP: Cllr John Chapman, PC Chair

Page 24

Date: 18/3/20

planned in February - details will be emailed out via the PC contacts list. It is hoped that help from the Dry Stone Walling Association will restore weaker sections of the woodland boundary wall.

**b. Highways and Transport:**

1. Highway reinstatement at Gurnal Bridge and new licence, *attached*

The new highway is in place at Gurnal Bridge, but further work is now required to repair the damage caused to the surface of the approaching roads by the heavy industrial traffic. No date has been given for when this work will start. Under the proposed new licence from the Stephenson's Trust, the PC will be responsible for the maintenance of all the trees on site, including removing the ash trees affected by die-back. Currently only low-level maintenance is required, with low risk to public safety from decaying trees.

**RESOLVED:** To approve the licence as presented for the riverside access area and new tree plantation for a period of five years. A risk-assessment is recommended prior to renewal thereafter.

2. Mealbank bridge repairs, Mealbank land slide and Helm Lane

- Despite numerous and vociferous pleas and interventions, the extended working permit from the EA has only been granted this week. The inconvenience for both residents and the industrial estate traders will have persisted for a full year. In April, Councillor Moisl has photographic records of the rate of progress over the year. Once the work is finalised, the PC will request a review into why the systemic problems (for both the Mealbank bridge repairs and the highway reinstatement at Gurnal Bridge) arose and were allowed to continue for so long.
- There is a plan involving United Utilities to address the potential landslide risk at Mealbank. The problem is exacerbated by the trees and the steep drop.
- The drain on Helm Lane (A6 end) has been cleared, but the problem returns in bad weather - whenever the area floods.

3. Kiln Croft - footpath petition, *attached*

The Chair supported Kiln Croft residents at the CCC meeting in presenting their petition and an economical option (Terram 'Grass Protecta' matting) for pedestrian/cyclist path alongside the A6 towards Kendal. No formal response/outcome has been received.

4. Laverock Bridge Road drain (on private land) repair, *attached*

Following Councillors' request for a site visit attended by Highways, CCC Councillor Collins, PC Councillors and local residents, work to resolve the flooding on Laverock Bridge road originating from blocked drains on private land has been agreed to and reportedly has already begun.

**c. Communication**

1. Update on B4MS connection

The wet weather has caused the project to be six-weeks behind schedule. In addition, progress for both Garth Row and Mealbank is dependent on the timescale to complete bridge/road repairs. The fibre was blown at Laverock Hill today. The overall connection across the Parish is ~50% (the full project is ~66% complete). The generator has been purchased (grant awarded at the last meeting); Dan Robinson will provide pictures at the next PC meeting.

HM:2. There are now 65 contact email addresses, the number has doubled in the last month.

**d. Community**

1. Community Hall Committee meeting - 20.11.2019, *attached*

DS-R's report was noted. The Hall now has a bar selling both alcoholic and non-alcoholic drinks, manned by volunteers from the committee. The next Hall Committee meeting is on Wednesday 22 January 2020; DS-R to attend.

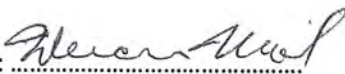
Signed: .....

PP: Cllr John Chapman, PC Chair

Page 25

Date: 18/3/20.....

84/19	<p><b>Upper Kent Local Area Partnership (UKLAP) meeting, 20.11.2019, attached</b></p> <p>JC: Sent apologies; there is no new information for this Parish in the minutes. The item proposed for discussion at the next meeting is the SLDC Community Liaison Team, a new initiative that will be operational in March 2020, to enable SLDC to work more closely with parishes to help with planning, green projects etc.</p> <p><b>Action:</b> KL to email the date (expected to be in March) for the next UKLAP meeting when received to Councillors and with any other issues/items for discussion.</p>	KL
85/19	<p><b>District Association meeting, 28.11.2019, minutes for 19.09.2019 attached</b></p> <p>JC attended; the minutes were noted. The next meeting is on Thursday 5 March 2020, 7pm at Gilpin Bridge. JC and FB to attend.</p>	
86/19	<p><b>Planning applications</b></p> <p>a. <b>SL/2019/0743, Land North of Meadowbank Business Park Shap Road KENDAL LA9 6NY.</b> Full application for motor dealership and outline planning application for employment business park. S&amp;S PC: no objection given the planning background.</p> <p>b. <b>SL/2019/0838, Land adjacent to Gurnal Bridge Lane, Skelsmergh, KENDAL.</b> Variation of condition 2 (Approved plans) attached to planning permission SL/2019/0113 (Re-routing of a section of Gurnal Bridge Lane and associated works). S&amp;S PC: support, the plans are in agreement with the PC's recommendations in consultation with local residents. <i>SLDC: to permit with five conditions.</i></p> <p>c. <b>SL/2019/1032, Holme House Farm, Skelsmergh, KENDAL.</b> Demolition of existing buildings and erection of five dwellings. S&amp;S PC: support - this is a renewal of the outline consent - the detail is still to come.</p>	
87/19	<p><b>Correspondence highlighted by the Clerk</b></p> <p>a. <b>Cumbria County Council public path diversion:</b> footpath number: 570030 <b>RESOLVED:</b> Councillors had no objections to the proposed diversion plan and also to the removal of the kissing gate.</p> <p>b. <b>Local Council awards</b> <b>Action:</b> JC will consider whether the awards offer S&amp;SPC an opportunity to 'showcase' the functioning and achievements of this PC, and present a proposal at the next PC meeting.</p> <p>c. <b>South Lakeland Local Plan Review – Briefing meeting 30.01.2020, 6.30pm, Kendal Town Hall</b> <b>Action:</b> Councillors to attend if timing/arrangements are convenient for them.</p>	JC  All Cllrs
88/19	<p><b>Dates for next meetings</b> (venue: Skelsmergh Community Hall, commencing 7.30pm): <i>Post meeting:</i> dates and hall bookings confirmed for meetings in 2020, not 2021 yet, as the Hall calendar doesn't go that far.</p> <ul style="list-style-type: none"> <li>• Wednesday 18 March 2020</li> <li>• Tuesday 5 May, 7pm - Parish meeting and Annual Parish Council meeting, followed by the ordinary PC meeting.</li> <li>• Wednesday 22 July 2020</li> <li>• Wednesday 16 September 2020</li> <li>• Wednesday 4 November 2020</li> <li>• Wednesday 13 January 2021</li> <li>• Wednesday 10 March 2021</li> </ul>	
The Chair thanked Councillors for their contributions and closed the meeting at 21.30.		

Signed: 

PP: Cllr John Chapman, PC Chair

Date: 18/3/20