

## STAINTON PARISH COUNCIL

(Draft copy of minutes of the Annual Parish Council Meeting held on 22nd May 2017)

### MINUTES

**Present:** Chair Julie Knowles, Vice Chair John Stott, Councillors: Geoff Wilson, Mark Holmes, Clerk Karen Wells, District Councillor Sheila Eccles (11 members of the public) Linda Fletcher headteacher

**1.17 Chair's report** – Chair Julie Knowles read her annual report.

The report reflected the councils work for the past year inc.: Stainton Parish Council has held 6 meetings since March 2016. The council are grateful to all the regular parishioners who take time out to participate in these meetings. The chair thanked everyone who has supported her in her first year as Chair of the Council and everyone who took part in the annual litter pick. There were 8 planning applications in total. The web site was also up and running which enables the council to comply with the Transparency Act. There have some successes on the highways in the parish, pot holes filled repeatedly, resurfacing of Stainton and Slaughter house lane, 50mph on A65, A65 footpaths cleaned and widened, gullies cleaned to prevent flooding, and bus shelter repaired after accident. Jobs still to be done wall repairs in Stainton village and Millbridge lane.

A flood relief plan and superfast broadband are issues that the council have worked upon this year.

(Full copy of report can be obtained from the clerk)

**2.17 MINUTES:** the minutes of the AGM dated 23<sup>rd</sup> May 2016and minutes of the parish council meeting 27<sup>th</sup> March 2017 were signed by the chair as a true record of the meeting.

**3.17 ELECTION OF CHAIR:** – The meeting resumed with the election of the chair for the coming year. Vice chair Cllr John Stott took to the chair and thanked Cllr Julie Knowles for holding the roll of chair and also for all the additional activities which she undertakes on behalf of the parish. He then proceeded to ask for nominations for Chair for the coming year. Cllr John Stott nominated that Cllr Julie Knowles be made chair for a further 12 months and Cllr Geoff Wilson seconded it. Cllr Julie Knowles accepted the nomination, agreeing to a further 12 months in office and signed the Acceptance of office form.

**4.17 ELECTION OF VICE CHAIR:** Chair Julie Knowles officiated the rest of the meeting and the election of the vice chair. There was one nomination. Cllr John Stott nominated by Chair Julie Knowles and seconded by Cllr Mark Holmes. As there was only one nomination Cllr John Stott was duly elected as Vice Chair.

Vice chair John Stott signed and accepted the office.

**5.17APOLOGIES** – Cllr Sarah Kitching (due to illness), PCSO,

**6.17 REQUESTS FOR DISPENSATIONS & DECLARATIONS OF INTEREST** – No declarations of interest or requests for dispensations were received regarding items on the AGM agenda or the following meeting.

**7.17 Annual report from Crosscraze School-** report on the school year 2016/17 presented by Linda Fletcher head teacher. The school has had a busy and full year. There was a HMI Ofsted inspection, the school was rated good. The children have had a full year of visits and activities inc: a residential in Wasdale, (Full copy of report can be obtained from the clerk)

**8.17 Canal & River trust:** An update was given by Cllr Geoff Wilson. The 'first furlong' is still

giving problems with leaking and work on a new liner will start this summer. The council has also received an email from Chantelle Seaborn: the Lancaster Canal Regeneration Partnership has submitted a stage one application to Heritage Lottery fund. This includes a bid to restore Stainton Aqueduct and the right of way as well as improvements to the Hincaster tunnel. The trust will hear if they move forward to a stage two application in June 2017. The trust will keep the council informed.

**9.17 Annual report from Stainton Institute** – up to March 2017. The report was read by Chair of the institute committee David Coates. The committee has 7 members and have had 7 meetings this year. It has been a busy year with following tasks being completed: sand blasting of the roof trusses, ceiling being plastered, work started on access and toilet for the disabled, wood window frames installed, internal plastering, first fix electrics, loft space created, external door and lintel repaired, gas and water connections, tenders put out for under floor heating. The committee would like to thank everyone who helped with the work done and the community for their support at fund raising events which raised £3000 this year. The project was also supported by £ 11.000 worth of grants.

Chair Julie Knowles thanked David Coates and the committee for their work on the project. There were some questions from residents attending the meeting. About parking and possible noise from events at the institute. David Coates answered that these matters have been discussed by the committee and some plans are being made for parking but not yet finalised. The existing insulation should be adequate for the noise that the committee would anticipate.

#### **CLOSE OF STANTON PARISH COUNCIL AGM**

**To be followed by the ordinary meeting of Stainton Parish Council**

## STAINTON PARISH COUNCIL

### Draft copy of minutes for Parish Council Meeting 22nd May 2017

**1.17 Present:** same as AGM

**2.17 APOLOGIES** – Same as AGM

**3.17 OPEN SESSION.** A resident asked if the Environment agency had finished all the work it planned to do on the river in village? The chair informed the meeting that all planned work was now completed and it was now up to individual land owners to apply to the EA if they wanted to carry out any further work on their stretch of the beck. The pack horse bridge, the ford and the walls in the village are on the highway dept list of works to be done.

A resident asked if the councils code of conduct was to be included on the website? The clerk will include the code on the web site before the deadline of 1<sup>st</sup> July 2017.

**4.17 UPPER KENT LAP:** Next meeting 28<sup>th</sup> June.

**5.17 POLICING IN THE COMMUNITY:** PCSO did not attend the meeting. The clerk read out a report sent to the council. In the previous month, there had been no crimes reported in Stainton parish. The annual report for the parish: The past twelve months have seen a slight reduction in incidents in the wider area in which Stainton falls, there have been 635 reported incidents with 645 in the previous year. Resulting in 104 recorded crimes, and 101 in the previous year. Incidents for the South Lakes East (Kendal area) totalled 14041, resulting in 3048 crimes being investigated. Anti-social behaviour reports this year were 30 up from 25. Burglary from a dwelling was down to two, from three the previous year.

Burglaries from non-dwellings have shown a slight increase from 11 to 13 this year but still better than the 19 the year before. Assaults are down from 22 to 17. And reports of criminal damage have halved from eight last year, to four this year. Overall figures are still slowly declining, this is in part due to local communities playing an active part and the police would like to thank residents of the parish. As reported last year following the success of joint operations with other area constabularies, a group of volunteers are now acting as observers in nights of action to combat travelling criminals. (Copy of full report held by clerk)

### **6.17 HIGHWAYS:**

- i. The chair reported that the bus shelter, which was damaged in a road accident has now been fully repaired and the noticeboard reinstated.
- ii. Residents who use Slaughter house lane to access their properties thanked the council for the work they had done on getting the highways dept to resurfacing the lane. The council would like to thank highways for the good job that has been done.
- iii. The clerk is to report work still to be done to the highways dept. inc. potholes, damage on the road at Skettlelligill.
- iv. The defibrillator box has now been removed from its post in the village but has not been removed, Cllr John Stott will remove it to store at his farm until it can be collected by the first responders. Cllr Geoff Wilson will get in touch with the first responders to explain.
- v. Cllr John Stott has some grit bins and the council will decide where to put them in the parish, with consultation with highways.

**7.17 UNDERHELM WOOD :** A letter has been received form a resident who lives next to the wood complaining about litter in the area and being thrown into their garden. Chair Julie Knowles has bought 'no litter' signs and will put them in place she will also visit the resident

concerned. The council will also contact the friends of the Lake district to ask if they place a litter bin on the land under their control.

**8.17 FUTURE MANAGEMENT OF HELM COMMON :** Cllrs discussed Information which was sent from Natland PC to the council about a consultation on the future of the Helm

**9.17 PLANNING.**

**Application Received: None**

**Notifications Received:** None

The Chair reported that a resident had made an accusation to the authorities of abuse of the Council's Code of Conduct. This accusation has been fully investigated by the authorities and the PC has been fully vindicated with no case to answer.

The Chair then proceeded to cover in detail the PC procedure for all planning applications received. A summary of the procedure is listed below and is posted on the Council website. An open discussion with questions and answers followed. A resident felt strongly that the PC had submitted its comments hastily not giving residents time to contact them. The Chair responded by saying no contact had been made direct to the Council at any time during the consultation period.

*The parish council is sent information from SLDC planning dept. about all planning applications in the parish. The councillors consider each application and comments are submitted to the planning dept. In the case of larger more complex applications a working group of cllrs may meet and /or have a site visit to discuss and agree comments to be submitted to SLDC. If a working group is to be formed for an application the intention will be posted on the web site. The cllrs also take into account any views given to them by any parishioner (which can be done through the web site, see contact tab, or by contacting your local parish cllr) The parish council do not make any decisions about the application, this is the responsibility of the planning committee at SLDC .Full and detailed information is available for all members of the public to inspect either on the SLDC web site or at the planning office at: SLDC, South Lakeland House, Lowther Street, Kendal, Cumbria. LA9 4DL Tel 01539 733333 A paper notice is also posted near to the locality and residents adjacent should also be notified by the planning dept. It was also agreed that a clause should be added to the standing orders. Page 13 section 75 Planning Applications – 3) The cllrs comments are then passed to the clerk, who is then delegated to send them by email to SLDC.*

**10.17 FINANCE:**

**Authorised schedule of payments for May/June**

**i. Payments:**

**Made between meetings :** SLDC Bin emptying = £154.66

**Payments sanction during the meeting:**

Clerks May wage £139.45 + back pay £8.70 + expenses £10 (broadband/telephone)  
+admin exp stamps £3.85 + cash book £2.95. = £ 164.95

Clerks June wage £139.45 + expenses £10 (broadband/telephone) = £149.45

Hire and associated costs of meeting payable to School = £20

CALC Annual Subscription = £132.60

Community Lincs Insurance (Zurich) = £446.72

Internal audit = £50.00

**ii. Payments received:**

SLDC Annual precept = £3400.65

SLDC Top up precept grant = £108.35

## AUDIT

- i) Asset and risk registers, reviewed and agreed at March meeting were signed.
- ii) Parts 1 + 2 of annual audit returns were agreed, authorise and signed by chair.
- iii) The summary receipts and payments for year 2016/17 were agreed and signed by chair.

**11.17 CONSULTATION & FUNDING REQUESTS:** A donation to a local cause was discussed a decision deferred to the next meeting.

## 12.17MATTERS ARISING FROM PREVIOUS MEETING.

- i. **Flood action plan:** Cllr Sarah Kitching has organised news letters to go to the properties near to Stainton Beck, so far there have been 3 replies. Progress of the plan will be reviewed at the July meeting.

**13.17 AOB: None**

**14.17Councillor's issues to be raised at next meeting – *None***

*(No discussions must take place on these matters but will be placed on the next Agenda)*

**15.17 Meeting closed at 9:15pm**

**16.17 next meeting – Monday 24th July 2017, 7.30pm to be held at St Thomas' Church Crosscrake**