

STANTON PARISH COUNCIL

Unconfirmed Minutes of the Parish Council meeting held on Monday 25th September 2017 at 7.30pm in St Thomas' Church, Crosscrake

Present: Chair Julie Knowles; Councillors Mark Holmes, Sarah Kitching and Geoff Wilson; District Cllr Sheila Eccles; the Clerk and 2 members of the public.

34.17 APOLOGIES were received from Cllr. John Stott, County Cllr. Brenda Gray and PCSO Martin Boack.

35.17 MINUTES: Resolved that the minutes of the meeting held on 24th July 2017 be confirmed as a true record and be signed by the Chair.

36.17 REQUESTS FOR DISPENSATION: None.

37.17 DECLARATIONS OF INTEREST: No declarations were made.

38.17 OPEN SESSION: No issues were raised.

39.17 UPPER KENT LAP: Cllr. Geoff Wilson hoped to attend the next meeting to be held on 4th October 2017.

40.17 POLICING IN THE COMMUNITY: The Clerk read out a report sent by PCSO Martin Boack. In the previous month there had been no crimes related to the parish. (Copy of full report held by Clerk)

41.17 HIGHWAYS:

- i. The Chair reported that wall repairs and potholes were still issues but that she continued to be in contact with Highways in this regard.
- ii. The Chair had written to Highways with regard to the wall adjacent to the river as per the open session minute of 24th July 2017 and Highways stated that this work was not considered to be a priority when considering other works that were in progress. It is expected that this work will be done between June and September 2018.
- iii. The Chair also reported that no money was available at present for the footbridges and that the Bridge End to the Aqueduct footpath which had been washed away will be done when the Aqueduct is completed.
- iv. An email had been received with regard to the growing of crops which prevent public rights of way. The Clerk had replied and it is understood that the Parish Council has no authority in this matter.
- v. Thanks were expressed to Mr. Bryan Knowles for the work he had done grass cutting.

42.17 PLANNING: It was noted that the following planning applications had been submitted to SLDC since the last meeting with a consultation deadline before this meeting. The members of the Council had considered them and the Council had **no objection** to the applications:

SL/2017/0685 Skettlegill Farm, Stainton

Variation of condition 2 (approved plans) attached to planning permission SL/2007/0353 (alterations, extension & erection of detached garage and new access)

SL/2017/0782 Viver Mill Farm, Viver Lane, Hincaster

Garden room with balcony

The following notification of **approval** had been received from SLDC:

SL/2017/0384 and 0385 Sellett Hall

Alterations to pitch of roof and erection of retaining wall

43.17 FINANCE:

a) The following payments were approved:

Church - Hire and associated costs of meeting	£20.00
Clerk's August & September Salary £342.30 less PAYE £68.40 plus expenses £20.56 (broadband/telephone/postage) and £15.30 (34 miles @45p)	£309.76
HMRC - PAYE (July £34.20 cancelled + £68.40 above - £77.60 below)	£25.00
CALC – Common Land Course (attended by Cllr. John Stott)	£75.00

The following receipts were noted:

HMRC – PAYE refund due for 2014/15	£77.60
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b) The Clerk presented schedules of the Council's income and expenditure for the six months ended 30th September 2017 and stated that the known expenditure for the next six months would leave a small surplus of income over expenditure.

c) The Clerk explained the various problems with the existing website, the items which needed to be added and the lack of security. He also informed the Council that a further Transparency Code grant claim could be made which, although it couldn't include the cost of a new website, could include hosting for the year, the new domain name and time for uploading this year. The cost of a new secure website would be £250 plus VAT and he estimated that it would take approx. 10 hrs of his time (£114.10) - all of which would be covered by the amount remaining from the Transparency Code grant received in 2016/17. It was **resolved** to change the website and the Clerk was **authorised** to complete the grant application.

d) District Cllr. Sheila Eccles informed the meeting that there was a £300 SLDC grant available and it was agreed to ask for permission to site a litter bin near the Aqueduct. The Chair had obtained a quote of £300.04 plus VAT for a suitable bin and there would also be concreting and fixing costs. The Clerk was authorised to request the grant if permission were obtained.

44.17 CONSULTATION & FUNDING REQUESTS: None

45.17 MATTERS ARISING FROM PREVIOUS MEETINGS:

- i. **B4RN presentation at Skelsmergh on 4th October 2017:** Cllr. Geoff Wilson hoped to attend.
- ii. **Barclays Bank mandate:** The change had not yet been completed.
- iii. **Stainton Aqueduct:** The Canal & River Trust have been awarded £40,000 as the first stage of the Heritage Lottery Fund bid to work up a further application for the repair to the Aqueduct and canal, etc. This will be submitted in November with the outcome known early in 2018.

46.17 CORRESPONDENCE:

- i. CALC - Paperwork for next meeting of District Association on 21/9/17 (emailed to Cllrs. 26/7/17)
- ii. CCC - Design Guide re planning applications & sustainable drainage systems (emailed to Cllrs. 26/7/17)
- iii. Lancaster Canal Regeneration Partnership – Summer 2017 Newsletter (emailed to Cllrs. 9/8/17)
- iv. CALC - Low Carbon Britain event Nov 2017 (emailed to Cllrs. 10/8/17)
- v. CALC - Cumbria Constabulary Public Consultation Survey (emailed to Cllrs. 10/8/17)
- vi. CALC - Developing your skills programme (emailed to Cllrs. 12/8/17)
- vii. CALC - General Data Protection Regulations (emailed to Cllrs. 18/8/17). The Clerk reported that these new regulations come into effect on 25/5/18 but that the Council should be registered currently. He had therefore completed the registration forms and a £35 fee was payable. **Resolved** that the registration and payment be approved.
- viii. CCC - Cumbria Minerals & Waste Local Plan – Inspector's Report (emailed to Cllrs. 18/8/17)
- ix. Canal & River Trust - Invitation to Lancaster Bicentenary 2019 Launch Event 19/9/17 (emailed to Cllrs. 18/8/17). Cllr. Geoff Wilson reported that focus groups were being set up for different localities and were looking for creative ideas.
- x. SLDC - Adoption of Phase 3 Development Brief Supplementary Planning Documents (emailed to Cllrs. 15/9/17)
- xi. CALC - September 2017 Circular (emailed to Cllrs. 18/9/17)
- xii. SLDC - Request for agenda items for Upper Kent LAP meeting 4/10/17 (emailed to Cllrs. 18/9/17)
- xiii. CCC - Cumbria Minerals & Waste Local Plan (2015-30) Adoption (emailed to Cllrs. 18/9/17)
- xiv. CALC - Cumbria Green Build Festival 16-24 September 2017 (emailed to Cllrs. 18/9/17)

47.17 ANY OTHER BUSINESS: None.

48.17 COUNCILLORS' ISSUES TO BE RAISED AT NEXT MEETING (*No discussions must take place on these matters but will be placed on the next Agenda*): Report from Cllr. John Stott re the Common Land Course.

49.17 DATE OF NEXT MEETING: The next meeting of the Parish Council will be held on Monday 27th November 2017 at 7.30pm in St Thomas' Church, Crosscrake.

The meeting closed at 9.05pm

Malcolm Richardson

Clerk to the Council

