

# STAINTON PARISH COUNCIL

## Unconfirmed Minutes of the Annual Parish Council meeting held on Monday 23<sup>rd</sup> May 2022 at 7.00pm in Stainton Institute

**Present:** Chair Julie Knowles; Vice Chair John Stott; Cllrs. Geoff Wilson, Hilary Waterhouse and Ryan Whipp; the Clerk and one member of the public

**40.22 APOLOGIES:** None

Cllr. Stott (Vice-Chairman) chaired the meeting until the Chair was elected

**41.21 ELECTION OF CHAIR:** Cllr. Stott proposed and Cllr. Wilson seconded Cllr. Knowles to be the Chair for 2022/23. There were no other nominations and the proposal was carried unanimously. A Declaration of Acceptance of Office form for 2022/23 was signed by Cllr. Knowles and witnessed by the Clerk. Cllr. Knowles stated that she was only able to carry on as Chair with the continued support of her husband and the other councillors

**42.21 ELECTION OF VICE-CHAIR:** Cllr. Knowles proposed and Cllr. Wilson seconded Cllr. Stott to be the Vice-Chair for 2022/23. There were no other nominations and the proposal was carried unanimously. A Declaration of Acceptance of Office form for 2022/23 was signed by Cllr. Stott and witnessed by the Clerk

**43.22 MINUTES:** **Resolved** that the minutes of the meeting held on 28<sup>th</sup> March 2022 be confirmed as a true record and be signed by the Chair

**44.22 REQUESTS FOR DISPENSATION:** None

**45.22 DECLARATIONS OF INTEREST:** Cllr. Waterhouse declared an interest with regard to the planning items for Willowsway Country Estate

**46.22 PUBLIC PARTICIPATION:** None

**47.22 REPORTS:**

- a) District Councillors: There was no report
- b) County Councillor: There was no report
- c) Westmorland and Furness Shadow Authority Councillors: There was no report

**48.22 HIGHWAYS & FOOTPATHS:**

- a) The Clerk stated that he had not heard from Highways Dept regarding the repairs to the ford
- b) The Chair confirmed that the fifth bridge repair / replacement was expected by mid June and that she would follow up if not done by then
- c) Five full days of highways / potholes work had taken place in the parish including the whole of Halfpenny, Millbridge Lane and Shyreakes Lane but there was some work still outstanding such as Kelly and the culvert at Halfpenny
- d) It was agreed to promote through Stainton Chat and by word of mouth the formation of a working party for the removal of Himalayan Balsam

**49.22 TREES & WOODS:**

The Clerk stated that he had received confirmation that the Council would receive a copse pack in November for the tree planting under the Queen's Platinum Jubilee tree initiative in Underhelm Wood

**50.22 LITTER PICK:**

It was confirmed that the litter pick on 9<sup>th</sup> April 2022 had been a success and that a second pick should be discussed at the July meeting

**51.22 THE QUEEN'S PLATINUM JUBILEE CELEBRATIONS:** The Chair reported that the arrangements had now been finalised for the beacon lighting on 2<sup>nd</sup> June with a burger van and a tuck shop for children in the Church car park and a refreshment tent at the beacon. A very large union jack flag had been offered by a parishioner and it was agreed to use this at the site with other flags and bunting

**52.22 SPEED LIMITS & SPEED CALMING:** The Chair stated that the speed report had been received and that it showed that there was insufficient evidence to justify amendment to the speed limit. She was exploring other possible speed calming measures with Highways

**53.22 PLANNING:**

a) It was noted that the following planning applications had been **approved** since the last meeting:

**SL/2021/1002 Willowsway Country Estate, Willowsway Stud, Stainton**

Variation of conditions 2 (approved plans), 5 (railings), and 9 & 10 (hard and soft landscaping) attached to Listed Building Consent SL/2020/0722 (Part Retrospective Application to create curtilage and garage for 2 partially completed dwellings (Old Stables and Coach House) within Listed Building; relocation of previously approved Rural Workers Dwelling in converted stables (Keepers Cottage) and creation of private amenity space for Paddocks

**SL/2021/1010 Willowsway Country Estate, Willowsway Stud, Stainton**

Variation of conditions 2 (approved plans), 6 & 7 (hard and soft landscaping) and 9 (railings) attached to planning permission SL/2020/0721 (Part Retrospective Application to create curtilage and garage for 2

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partially completed dwellings (Old Stables and Coach House) within Listed Building; relocation of previously approved Rural Workers Dwelling in converted stables (Keepers Cottage) and creation of private amenity space for Paddocks

- b) It was noted that no planning applications had been **submitted** to SLDC and circulated to the members of the Council since the last meeting
- c) It was noted that the following planning application had been **refused** by SLDC since the last meeting:  
**SL/2021/0932 Helm Mount Farm, Barrows Green, Kendal**  
Change of use of part of store building to wheel chair accessible holiday let (resubmission of SL/2020/0627)
- d) It was noted that an **appeal** had been made regarding the refusal by SLDC of the following application:  
**SL/2021/0885 Willowsway Country Estate Lodge, Stainton**  
Variation of condition 1 (retention of temporary lodge) attached to planning permission SL/2020/0673 (variation of condition 1 attached to SL/2018/0379 - temporary living accommodation for the duration of the construction phase of works)

## 54.22 FINANCE:

- a) **The following receipts between meetings were noted:**
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|-------------------------------|-----------|
| SLDC – Parish precept 2022-23 | £5,123.24 |
| SLDC – Parish grant 2022-23   | £56.76    |
- b) **The following payments were approved:**
- |   |         |
|---|---------|
| M R Richardson – Clerk’s April and May Salary £539.20 less PAYE £107.80 plus expenses £70.41 (broadband/telephone/use of home/postage/computer service contract) and motor expenses £14.40 (32 miles @ 45p) | £516.21 |
| HMRC – PAYE re M R Richardson   | £107.80 |
| CALC – Annual subscription 2022-23  | £144.04 |
| Zurich Municipal – Annual insurance to 31 <sup>st</sup> May 2023  | £323.26 |
- c) The Receipts and Payments account for the year ended 31<sup>st</sup> March 2022 was approved
- d) The annual internal audit report for the year ended 31<sup>st</sup> March 2022 was received and noted. It was agreed to pay the fee of £60.44
- e) The Certificate of Exemption from a limited assurance review was completed and signed
- f) The Annual Governance Statement 2021/22 (Section 1 of the Annual Return) was approved and signed
- g) The Accounting Statements 2021/22 (Section 2 of the Annual Return) were approved and signed
- h) The dates of the period for the exercise of public rights were confirmed as 27<sup>th</sup> June to 5<sup>th</sup> August 2022
- i) The sums insured under the insurance policy were reviewed and confirmed
- j) The Risk Management schedule 2022/23 was reviewed, approved and signed
- k) The Clerk reported that the reconciled bank balance at 30<sup>th</sup> April 2022 was £12,115.97. The Chair was authorised to counter-sign the bank statement

**55.22 POLICIES AND PROCEDURES:** The existing Standing Orders, Financial Regulations, Complaints Procedure, Press / Media Policy, Code of Conduct and the procedure for handling requests under the Freedom of Information Act 2000 were noted and confirmed

**56.22 APPOINTMENT OF REPRESENTATIVE:** A representative was appointed as follows for the following outside body: District Association – Cllr. Stott (but only for physical meetings)

**57.22 CONSULTATION & FUNDING REQUESTS:** None

## 58.22 MATTERS ARISING FROM PREVIOUS MEETINGS:

- a) **Towpath / Canal update:** Cllr. Wilson reported that the information panels were to be put up soon and that discussions were ongoing regarding the bund
- b) **Possible replacement village noticeboard:** Enquiries were still being made regarding any finance available from SLDC

## 59.22 CORRESPONDENCE:

The following correspondence received and not included as an item on this agenda was noted:

- i. Further items concerning local government reorganisation
- ii. CALC – Minutes of the 24/3/22 South Lakeland District Association meeting (emailed to Cllrs.18/5/22)
- iii. CALC – New resilience project to provide support and information to Town & Parish Councils (emailed to Cllrs.18/5/22)
- iv. CALC – North West Coastal Access update April 2022 (emailed to Cllrs.18/5/22)
- v. SLDC – Street naming and numbering addressing guidance and policy (emailed to Cllrs.18/5/22)
- vi. CALC – Invitation to CALC “Together with Refugees” countywide forum (emailed to Cllrs.18/5/22)
- vii. CALC – March & April edition of CALC News (emailed to Cllrs.18/5/22)
- viii. Cumbria Police – April 2022 newsletter (emailed to Cllrs.18/5/22)
- ix. CALC – Request by Power for People to persuade an MP to introduce a Ballot Bill for the Local Electricity Bill (emailed to Cllrs.23/5/22)

**60.22 COUNCILLORS’ ISSUES TO BE RAISED AT NEXT MEETING (No discussions must take place on these matters but will be placed on the next Agenda):** None

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**61.22 TO NOTE ANY ITEMS FOR INFORMATION (*No discussions or action permitted*):** None

**62.22 DATE OF NEXT MEETING:** The next meeting of the Parish Council will be held on Monday 25<sup>th</sup> July 2022 in Stainton Institute at 7.00 pm. It was agreed that the September meeting would be held in the Church if that was possible

The meeting closed at 8.55 pm.