

EGTON AND NEWLAND, MANRIGGS AND OSMOTHERLEY PARISH COUNCIL

Minutes of the Parish Council Meeting held on 4th September 2018 7pm at Greenodd Village Hall.

Present:

Cllr Jane Carson (Chairman), Cllr Brian Campbell (Vice Chairman), Cllr Howard Graves, Cllr Peter Taylor.
District Councillor Andrew Butcher
ENMO clerk Sally Benson
Members of the public, including Becky Thomas representing the 'Rule 6' group from the Kirkby Moor Wind Farm Appeal

The Chairman opened meeting at 7pm and welcomed members of the public

1104: Apologies:

Cllr Sheila Hobson, Cllr Anne Burrows, Cllr Alice Barrett, Cllr Denise Edmondson, District Councillors Caroline and James Airy and County Councillor Janet Willis

1105: Minutes of 3rd July 2018

- 1. The Minutes were amended as follows:
1092 no. 2. Cllr Campbell to liaise with "Mr Atkinson" not Mr Stevenson as documented
They were then agreed and signed by chairman.**

1106: Declarations of interest

No declarations of interest were declared

1007: Public participation and report from the District Councillor

- 1. Becky Thomas – provided an update on the Kirby Wind farm issues, and requested that ENMO Parish Council consider supporting the Rule 6 group by donating monies to secure funding for Advocate's salary.**

Action: See planning applications

District Councillor Andrew Butcher – reported on

1. A Knotweed problem, which probably started beside the highway and then migrated into the adjacent field. Highways officer was going to look at problem. As it seems to have started beside the highway, CCC will be responsible for it.
2. A problem of the sluice beside the wood belonging to Thor Atkinson. Cllr Butcher is making enquiries.
3. Cllr Butcher has been trying to get various structures removed from Newland Quarry Wood through SLDC's enforcement powers. He has requested that SLDC chase this up .

1008: Matters arising from the Minutes

1. Access to Crake slipway:

Report from Cllr Brian Campbell:-

There has been no information received from the legal department despite two letters being sent.

Action: Cllr Brian Campbell to write a further letter.

2. Repair work to Greenodd bus stop:

Work has been started, some work is still required. Cllr Campbell proposed that the Council authorise an additional 40-50 pounds required to complete. This was agreed By Council.

Actions: Cllr Campbell to initiate and send invoices to the Clerk

3. Greenodd lighting

Cllr Campbell reported that no further information has been provided.

Action: Cllr Brian Campbell to request by letter when this work is going to start, as it would be beneficial to have the works completed before Winter

4. Broughton Beck phone box/defibrillator

Parts have arrived for the telephone box and have now been fitted. Some additional work may be required e.g. painting, glazing and sealing.

Cllr Greaves has written an article regarding the telephone box and defibrillator which is now on the ENMO website.

There followed some discussion on the up keep and maintenance of the defibrillator.

Actions: Members thanked Cllr Greaves for his efforts. Members agreed that additional money would be granted if required.

Cllr Greaves to contact the defibrillator company and discuss maintenance costs

5. Speeding at Spark Bridge.

Spark Bridge speeding notices are now in place. Cllr Carson would like to record the thanks of the Parish Council to Sarah and Jen for all their hard work on this project. Cllr Carson has contacted Sellafield to request that workers travelling to work consider an alternative route or travel with care through the village.

Cllr Campbell discussed the possible implementation of introducing a priority scheme through the narrow section of road through the village. The plan for doing so would cost 20 pounds.

Action: ENMO Clerk to contact Liz Clement re: adding a news article onto the ENMO website.

Cllr Campbell to draw up plan as above.

6. Rosside lease transfer:

Cllr Carson has given the documentation to the Legal Dpt of SLDC for investigation. No response has been received as yet.

Actions: Cllr Carson to enquire of the Legal Dpt, SLDC, of progress.

7. Rosside solar power installation for phone box –update.

Cllr Campbell has a meeting tomorrow to discuss the scheme and whether a pole is required for the solar panel. If a new pole is required this will require planning permission

Action: On-going

8. Broughton Beck Notice board:

Cllr Greaves has contacted highways, who have confirmed that they are responsible for the maintenance of this piece of land. Samuel Saxon has been requested to complete a search prior to a notice board being erected at a cost of 68 pounds.

Actions: Members agreed the payment. Cllr Greaves to send invoice to Clerk for payment

9. Greenodd Village Welcome sign:

Cllr Campbell reported that there had been no further developments re the land ownership. The land is owned by Highways England. It was agreed that the Parish Council proceed as agreed at the May meeting with the design by Ian Whalley, but with the individual shop signs replaced by generic ones, in accordance with Highway Regulations. Planning permission will be needed

Actions: Cllr Campbell to organise planning permission with SLDC/highways.

10. Parish Inspection:

Cllr Carson met with Staff from Playdales who will send detailed plans for the proposed play area with or without using the land from the allotment. A letter has been received from Mr Middleton, who is the owner of the allotment. He would be willing to sell the land to the Parish Council; however, at this present time, the tenants who use the allotment wish to continue to use it.

Actions: Mr Middleton will contact ENMO if there are any changes in circumstances.

Spark Bridge defibrillator:

Cllr Burrows has passed on information to the Parish Council regarding a defibrillator which can be solar powered. The company concerned expect this to be ready for use by early Summer, 2019. Its cost will be around £2,000, but Cllr Burrows is confident that the village can raise that extra amount of money over the Winter period.

Actions: To be discussed at next meeting

Parish Inspection: Outstanding actions from last meeting:

Actions: Clerk to look at the cost of purchasing a picnic bench for the Spark Bridge, and for the repair to the bench as discussed on the Parish Inspection

1109. Arrad Foot Notice board:

Cllr Carson reported that the notice board at Arrad foot needs replacing.

Actions: Cllr Carson to forward photographs of proposed notice boards to members for discussion at next meeting

1110. Highways:

A. Actions: Clerk to forward information/details re: standard of white lines and pots holes in each section of parish. Outstanding from previous meeting

B. Winter preparation planning:

There was discussion on planning for the winter conditions; Cllr Graves had already checked the salt bins at Broughton Beck

Actions: Clerk to email all members to request they look at their salt bin in their Parish and report back to the clerk with their condition, with-in the next 2 weeks

1111. Website:

ENMO Parish Council website has been updated with the support of Liz Clement, including a news article from Cllr Graves, who has reported that he feels the website looks very professional. Members agreed that Liz Clement's support and training has been very helpful

Actions:

- Clerk to email all members to request that they look at ENMO website and provide additional information and photographs to be up loaded on their contact details. Also that photographs be taken of their Parish and sent to the clerk to add to web site
- Clerk to send a letter of thanks to Liz Cement for her continued support on behalf of ENMO

1112. LAP report:

A LAP meeting was held on 5th July 2018

Actions: clerk to send out minutes to members, and request they look at the agenda for next meeting as there are some interesting issues being discussed.

Clerk to request these are uploaded onto website

1113. CALC Report.

Next meeting will be held on 20th September 2018 at Gilpin Bridge Inn 7pm. No agenda has been received as yet.

Actions: : Cllr Peter Taylor and Clerk to attend

1114. Tour of Britain 2018

Cllr Graves has printed some flyers which have been placed on the ENMO notice board highlighting what time the race will come through the village.

Actions: Cllr Howard Graves to advertise event by placing flyers in area

1115. National Park Boundary:

A meeting has been planned next Tuesday 11th September.

Actions: If any members have any views regarding this issue should contact the Clerk. Cllr's Carson and Graves to attend and report back at the next meeting

1116. Planning:

See attached sheet

1117. Correspondence.

1. Training for the Clerk and Cllr Edmondson

Actions: Places have been reserved for the Clerk to attend 'Introduction to Planning', and 'Introduction for new Clerks' Clerk and Cllr Edmondson to liaise.

Actions. Members agreed to training being provided, expenses incurred during training should be forwarded to the Clerk

2. Big advice day, Carlisle 18th August. No members were able to attend

3. Working together for Cumbria, Carlisle event 10th September. No members were available to attend.

4. CVS event, Carlisle 16th September – if anyone would like to attend please contact them directly.

5. 'Ladies of the Lake' cycle race, 16th September- ENMO has been requested to display

posters on the ENMO notice boards

Action: Clerk has circulated poster to all members

6. Policy survey- Cumbria Constabulary has launched their joint annual public consultation survey, which we have been invited to complete

Action: please follow the link <https://www.cumbria.police.uk/Home.aspx> closing date is 30th September 2018

7. CALC. There has been a proposal that the annual subscription fee be increased in 2019/2020 to £215.76. (NALC 64.14 pounds and CALC 151 pounds. This will be discussed at the next CALC meeting

Action. On-going

8. Newsletter to website; Already discussed 1108 no 4

Action. Please can all members remember to write article throughout the year as appropriate and send to the clerk

1118. Financial Matters:

Cllr Campbell produced a financial statement, with all expenditures and payments made from last meeting. Discussion on transparency on all payments made less than 100 pounds.

Actions: Clerk to ensure that these are uploaded onto ENMO website. Members agreed that all payments under 100 pounds should be recorded clearly on the expenditure sheet

1119. Clerk's report.

1. The new Data Protection Regulations, May 2018.

To ensure we all comply with the regulations, members have been asked to complete a check sheet.

Action: Clerk to forward to each member for completion.

ENMO Parish Council are required as good practice to publicly state how any personal details/information it receives will be used and stored. Members discussed and agreed that a statement should be added onto the ENMO website to comply with regulations.

Action: Clerk to contact website designer to up load.

2. Clerk's hours and salary

A proposal was put forward by Cllr Carson on behalf of the Clerk, that her hours should be increased from 4.5 hrs per week, to 6 hours per week, in addition to any training that is required for Clerking duties. The proposal was agreed by members.

Actions: A new contract to be completed and signed. Clerk and Chairman on behalf of PC.

3. Clerk's salary is to be calculated via HMRC payroll monthly. July and August has been received including some overtime to attend training and become familiar with new role. This amounted to £695-33 and was approved by members

Actions: The Clerk to be paid this week.

4. Clerk's Laptop

The Clerk has requested that a laptop be purchased for the sole use of ENMO Parish Council work, as recommended good practice by CALC. The approximate total cost is £400. This will ensure that all ENMO documentation is stored in one place, and does not contravene the Data Protection Regulations.

Actions: Members agreed to the proposal. Clerk to provide information/pricing on

laptop, security software, office soft ware and the set-up fee etc

1120. Policies and procedures.

1. Data Protection Act – as discussed 1119

2. Code of conduct. This will be added to the ENMO website

Actions. All members to ensure that this is read

3. Annual Risk Assessment.

This has been reviewed by Cllr Carson and the Clerk; there are no changes

Actions. This will be added to the ENMO website; all members to read and make any comments as appropriate.

1103. Date of next meeting: To be held at Greenodd Village Hall at 7pm on Tuesday 6th November 2018

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