

**Minutes of the meeting of Hawkshead Parish Council**

**held in the Lower Market Hall, Hawkshead at 7.30 pm on Tuesday 17<sup>th</sup> April 2018**

Present: Cllr Woodhouse (Chair)  
Cllrs Fordham, Brown, Moulton, Barr, Spedding, Larkin  
Clerk – Tracey Thornley

In attendance: 3 Members of the Public

Minute Number		Action By
45/2018	<b>Apologies</b> <b>RESOLVED: Cllr Brereton</b>	
46/2018	<b>Requests for Dispensations</b> No requests received	
47/2018	<b>Declarations of disclosable pecuniary interests in respect of Agenda items</b> None received  Cllr Fordham asked to make a statement which the Chair agreed to:- Last Wednesday Debbie Storr from SLDC telephoned Cllr Fordham to warn him that he would be receiving a letter re a Police enquiry regarding a Member of the Public reporting that he had failed to declare a pecuniary interest on 2 occasions at Parish Council meetings. The Chief Inspector had contacted Debbie on Monday they had checked with Land Registry and Companies House and confirmed that there was no case.  Cllr Fordham discussed the situation with Debbie who suggested that she would come and do some training for all Councillors and reminded him that the Parish Council should follow the Standing Orders. All agreed that training would be good and Clerk to ask Debbie whether she would be able to attend in August.	TT
48/2018	<b>Minutes of Meeting 20<sup>th</sup> February 2018 and Minutes of Meeting 20<sup>th</sup> March 2018</b> RESOLVED that the Minutes of the meeting held on 20 <sup>th</sup> February 2018 and the 20 <sup>th</sup> March 2018 were approved as true records and signed by the Chair.	
49/2018	<b>Police and Public Participation</b> <u>Police</u> PCSO Debbie Ross sent her apologies and forwarded a report, the Chair read this and the previous months report: 20/02/18 – 20/03/18 – 9 calls for service during the period. 1 incidence of shoplifting recorded as a crime. 2 concerns for welfare. 2 wildlife related incidents one of which was dogs worrying sheep. There were 2 damage only road traffic collisions and 2 incidents of highway disruption both due to the icy conditions. None of these were crimes.  20/03/18 – 14/04/18 – 4 calls for service during the period. 1 suspicious incident, 1 anti-social behaviour, 1 concern for safety where 2 teenage boys had to be rescued from a shop roof by a fire crew. 1 crime of common assault – related to an incident between staff members in a local pub.	
50/2018	<u>District Councillor</u> Not present	
51/2018	<u>Cumbria County Councillor</u> Cllr Brereton sent his apologies and a brief summary:- He has marked the highways maintenance and traffic management with V Upton and P Hosking as urgent, inparticular the sign for Tarn Hows and the Roger Ground issues. He asks for the top five highway priorities to be sent to him. The Councillors put a list together based on the highways section below which the Clerk will send to Cllr Brereton.  He also reported that it just been confirmed that this year's Tour of Britain cycle route will pass through Cumbria and on the 7 September it is scheduled to go from Barrow to Grasmere via Coniston and Hawkshead. The exact route is unclear but he suggests we contact Carol Last to confirm we would be very keen for the event to pass through Hawkshead as it would have many benefits to the area. Clerk to email C Last	TT

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	<p>National Trust (Snowplough) £ 100.00</p> <p>RESOLVED Councillors authorised payment of the following accounts:-</p> <table> <tr><td>Tracey Thornley wages</td><td>£ 257.52</td></tr> <tr><td>Inland Revenue PAYE</td><td>£ 10.20</td></tr> <tr><td>Patsy Haddow (Wages and PAYE Calculations)</td><td>£ 120.00</td></tr> <tr><td>Tracey Thornley expenses (travel/litter pick)</td><td>£ 36.48</td></tr> <tr><td>CALC (Clerk – Data Protection new Regs training)</td><td>£ 70.00</td></tr> <tr><td>South Lakeland District Council (Rates Main St CP)</td><td>£2688.00</td></tr> <tr><td>South Lakeland District Council (Rates N T CP)</td><td>£1503.65</td></tr> </table> <p>RESOLVED Councillors acknowledge receipt of the following payments:-</p> <table> <tr><td>Old Police Car Park (1 x new permits, 2 x Change of vehicles)</td><td>£ 29.00</td></tr> <tr><td>Outgate Reading Rooms Trust (Snowplough)</td><td>£ 100.00</td></tr> <tr><td>Claife PC – Snowplough payment</td><td>£ 895.99</td></tr> <tr><td>Old Police Car Park (1 x new permit, 3 x Change of vehicles)</td><td>£ 31.00</td></tr> </table>	Tracey Thornley wages	£ 257.52	Inland Revenue PAYE	£ 10.20	Patsy Haddow (Wages and PAYE Calculations)	£ 120.00	Tracey Thornley expenses (travel/litter pick)	£ 36.48	CALC (Clerk – Data Protection new Regs training)	£ 70.00	South Lakeland District Council (Rates Main St CP)	£2688.00	South Lakeland District Council (Rates N T CP)	£1503.65	Old Police Car Park (1 x new permits, 2 x Change of vehicles)	£ 29.00	Outgate Reading Rooms Trust (Snowplough)	£ 100.00	Claife PC – Snowplough payment	£ 895.99	Old Police Car Park (1 x new permit, 3 x Change of vehicles)	£ 31.00	
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56/2018	<p>UNRESOLVED Clerks Contract of Employment and salary review – Councillors discussed and agreed to increase the Clerks salary to SCP 18 from 1<sup>st</sup> April. They also agreed to add an additional 3 hours a month to her contract for work completed with the NP car park permits. The Contract of Employment needs to be altered including the notice period. Clerk to download from NALC and prepare ready for the next meeting.</p>	TT																						
57/2018	<p>RESOLVED the internal audit of the fourth Quarter (1 January 2018 to 31<sup>st</sup> March) was completed and signed by the Chair.</p>	TT																						
58/2018	<p>RESOLVED Appoint an internal auditor – Mrs Barbara Brown has agreed to complete the Internal Audit, Clerk to get the Accounts to her as soon as possible.</p>																							
59/2018	<p><b>Hawkshead Project</b></p> <p>Cllr Wood was disappointed to report that the additional funding of 60K had not been granted as the 20k hasn't been spent. A drawing of the work planned needs creating to Highways standard. Cllr Wood has one contact for this and will get a quote if anyone else knows of anyone who can do this please let Cllr Wood know. There is hope that funding may become available with the cycle race coming to Hawkshead.</p>																							
60/2018	<p><b>Planning</b></p> <p>The Councillors considered planning applications and formulated comments to the planning Authority:-</p> <p>7/2018/5219 – Jessamine Cottage, Hawkshead Hill, Ambleside, LA22 0PW – internal and external alterations RESOLVED no objections – Clerk to notify Planning</p>																							
61/2018	<p>Councillors noted the following Notices of Grant/Refusal of Planning/Appeals:-</p> <p>Notice of Grant of Planning Permission - 7/2017/5828 – Land adjacent to Hawksgarth, Gallowbarrow, Hawkshead, Ambleside – Erection of detached dwelling, access, associated drainage infrastructure and landscaping.</p> <p>Notice of Grant of Planning Permission – 7/2017/5806 – Brackenrigg, Hawkshead, Ambleside, Cumbria, LA22 0QF – Replace flat roof side extension with slate roof larger extension.</p> <p>Notice of Grant of Planning Permission (7/2017/5867) and Notice of Listed Building Consent (7/2017/5868) – Moss Beck, Outgate, Ambleside, LA22 0NH – Barn conversion to create annexed accommodation.</p> <p>Notice of Listed Building Consent – 7/2017/5805 – Gooseyfoot, Old Bank House, The Square, Hawkshead, LA22 0NZ – Proposed slip resistant tile finish to external stairs, installation of gas supply pipe into building, repairs to external canopy and amended location of approved balanced flue.</p> <p>7/2017/5882 The Cottage, Vicarage Lane, Hawkshead, Ambleside, LA22 0PB –</p>																							

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	Approval of details reserved by condition of planning approval ref 7/2017/5537: condition no 3 relating to vertical slate slabs, wall finish and suspended floor.	
62/2018	<b>Skinner Howe Lane</b> A member of public have asked the Parish Council if they would consider supporting a proposal for making Skinner Howe Lane one way – discussion took place, consideration of people who live within the lane and how it make it difficult for them and the local farmers who use it. It was felt that there would be more chance of collision if it is one way, as this can make people go faster. Councillors suggested whether they could put a 20 mph speed limit on it. Clerk to email back with this suggestion.	TT
63/2018	<b>Old Police Car Park</b> Fencing has been started and due to be completed soon.	
64/2018	<b>Barnfield Car Parking</b> – resident complaining about people who work in the village parking on Barnfield, they park on the footpaths making it difficult for residents to get by. Clerk to bring to the attention of SLDC to ask if there is something that can be done. It's the same at Hawksgarth 'Residents only' sign doesn't work.	TT
65/2018	<b>General Data Protection Regulations (GDPR)</b> – the Clerk explained how the Parish Councils needs to comply with the new regulations and that a Data Protection Officer needs to be appointed. Cllr Moulton offered to do this role – all agreed. The Clerk also mentioned that the email circulation list recipients will need to be contacted to agree that they wish to continue to receive emails from the PC. Clerk to prepare policy, contact circulation list and prepare audit paperwork for completion to confirm that the PC complies.	TT
66/2018	<b>Councillor Matters</b> Cllr Spedding – wanted to voice his concern regarding the approved planning for his house. There had been 3 letters of objection to his plans 2 from local residents and 1 from someone from the East Side of the Lake. He felt that this could be a wider reflection of what is going on with Councillors. Discussion took place and it was felt that anyone can object to a planning application regardless to where they live in the Country.  A Councillor raised that there had been a couple of incidents near Lime Tree Cottages on the bend where there are 3 bollards. A scaffolding wagon hit the bollard almost severely injured a local lady who has walking along the path it had also knocked the middle bollard out, member of the public raised concern that they reported the incident to the police and the police have not been in touch with the victim or the person reporting it regarding the information. There seems to have been another incident since this one and some of the kerb stones have up routed. Clerk to report to Cllr Brereton	TT
67/2018	<b>Correspondence</b> RESOLVED: Cllrs noted the following emails received: CALC – NHS England Consultation asks the public views on the over the counter medicines; Something of interest in the South Lakes (Community Energy); Final paperwork District Association meeting 8/3/18; NALC General Data Protection Act tool kit; Bay Health and Care Partners Engagement; General Data Protection Training handouts; March Newsletter. I Booth, SLDC – Website link SLDC Agenda 27/2/18 E Ete, SLDC – Weekly lists 26/2/18; 5/3/18 J McEvoy, SLDC – High Furness LAP meeting 7/3/18; High Furness LAP documents to share S Spicer, LDNPA – Event notification: Breca Coniston 6/7/18; Lakeland Trails Marathon, Coniston 6/3/18 C Yazi, SLDC – Parish Charter Consultation J Bond – Skinner Howe Lane Cllr Wood – Correspondence regarding access to salt; Correspondence re The Squares Project. Hawkshead Link – Hawkshead and Satterthwaite Community First Responders; Community Circular various events; Circular more events; Moving Mountain events; Lent lunch. T Macan, Outgate Reading Rooms Trust – continued donations of the snowplough Development Plans – Notification of Submission of South Lakeland Development Management Policies DPD M Tweed. National Trust – Tarn Hows Project update Coniston Parish Council – Agenda and Minutes Grange Parish Council – copy of correspondence regarding LDNPA car parks Hawkshead Link – Thefts from village shops; Clocks; Various; Guided walks; Dog walk and Good Friday walk; Sun Inn event; Moss Garden on a plate; River dipping; Coop, Positions in Coniston; Pizza boxes, LDNP Local plan R Machin, SLDC – Correction to South Lakeland News J Habbershon, SLDC – Agenda of meeting 28/3/18; Website link to SLDC standards	

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	<p>committee agenda.          Committee Services, SLDC – Review on Local Government Ethical Standards          R Machin, SLDC – Notice of Election; Deadline reminder; News release 9/4/18 List of candidates; News release Candidates confirmed; Extra litter-picking teams on road verges.          E Ette, SLDC – weekly list 19/3/18; weekly list 2/4/18          CALC – Practitioners Guide for 2018/19 and schedule of amendments; Nominating a Councillor to Attend District Association; Meet the Planners LDNPA/CALC event; Friday round up training events; Calc website errors notification. <i>Cllr Fordham confirmed he would attend</i>          Claife PC – Change of contact details          Anne Brodie – Claife PC invite to Hawkshead PC Councillors to attend Community Bridleway celebration</p>	
68/2018	<p><b>Next Meeting</b>          The next meeting will be on the AGM on Tuesday 15<sup>th</sup> May 2018 at 7.00 pm in Lower Market Hall, Hawkshead</p>	

Meeting closed 9 pm

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 Date Signed & Approved by (Chair)

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