

**Minutes of the meeting of Hawkshead Parish Council
held virtually via Zoom, Hawkshead on Tuesday 28th July 2020 at 7.30 pm**

Cllr Woodhouse welcomed all to the meeting acknowledging who was present and the correct quorum to continue the meeting. He also welcomed Cllr Bremner to her first meeting.

Present: Cllr Woodhouse (Chair)
Cllrs McClennan, Fordham, Bremner, Spedding
Clerk – Tracey Thornley

In attendance: 3 members of the public

64/2020 **Deactivation of the HCID Policy and adoption of the Virtual Meeting Standing Orders** The deactivation of the HCID Policy was agreed and all agreed to the adoption of the virtual meeting standing orders.

65/2020 **Apologies**
RESOLVED Cllr Brown, Cllr Moulton

66/2020 **Requests for Dispensations**
No requests received

67/2020 **Declarations of disclosable pecuniary interests in respect of Agenda items**
No declarations were received

68/2020 **Minutes of Meeting – Minutes of the meeting held 17th March 2020 and Minutes of Actions taken during lockdown up to 10th May.**
RESOLVED Minutes of the Meeting held on 17th March 2020 were agreed as a true record and signed by the Chair and Minutes of the Actions taken during lockdown up to 10th May 2020 were agreed as a true record and signed by the Chair.

Police, County and District Councils, and Public Participation

69/2020 Police
No report had been received

70/2020 Cumbria County Councillor
Cllr not present

71/2020 District Councillor
Cllrs not present

72/2020 Public Participation
Member of public wanted to record their concern that they couldn't believe that there was a query about a change of use as the Café has been making food and had a takeaway facility since 2006, nothing has changed. The extraction system needs to be used as this would be against fire laws and is not new, nothing has changed regarding cooking downstairs. Cllr Woodhouse confirmed that it isn't a problem and no infringement of licence has taken place all Councillors agreed this as far as the Parish Council was concerned. They were keen to express that the local community have been very supportive and they are very keen to help. The Café has been a good support to causes in the local community. The owners were glad the PC was supporting them and left the meeting.

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Member of the public asked why if there is no issue the Sun Café was an agenda item. Cllr Woodhouse explained that if a member of the public raises an item then the PC has a duty to address that item and look into it to see if there was a problem. The member of the public wanted to know why the Sun Café owners had not been informed the item was on the agenda Cllr Woodhouse thought they had been told. Cllr MacClennan confirmed he had been in to see the owners as had a couple of other councillors but it would appear that this was after the agenda had been circulated. Member of the public was surprised at this approach and that the owners were surprised when were informed by a member of the public. They felt that this didn't need to be on the agenda and should have been dealt with sensitively and quietly behind the scenes. They also wanted to know if it was a householder, business or tourist who had initially raised the query, Cllr Woodhouse was able to confirm it was a parishioner. Cllrs were concerned for any upset caused to the owners for not being informed prior to the agenda being circulated but feel that the item should have been on the agenda as it was raised by a parishioner. The Chair confirmed he will inform the member of the public that all is as it should be regarding their concerns.

Member of the public asked with the de-activating of the HCID policy when will public meetings be starting again. Cllr Woodhouse explained that the PC has been following guidelines from CALC and assured the member of public that he wanted to go back to public meetings as soon as possible and would hope the next Parish Council meeting will be a public one in the Market Hall.

Member of the public raised the issue 8.2 on the Agenda regarding the water running down the road at Roger Ground and the blocked gully. They wanted to confirm that the gully replaced at the end of last year is working and will send a photo during very heavy rain and another of the road at the same time with rain pouring down to confirm this. Cllr Fordham confirmed that the Highways Engineer had been and taken photos and video footage and advised him that the PC should keep the item on the agenda as there is still a problem lower down with the gully. Water is bubbling up through the ground opposite High Orchard and the Engineer confirmed that the water is running through layers of tarmac and this will probably break up again in the freezing weather.

73/2020 Ongoing Issues Action Results

UNRESOLVED accessibility of the public footpath from Roger Ground to Hawkshead village – ongoing Clerk to enquire what is happening

RESOLVED gravel at Outgate Quarry (Fence W1980989350) (W2080999068) the gravel and fencing have now been removed.

UNRESOLVED response from the Lake District National Park Authority regarding electric car charging points in their car park in Hawkshead – Clerk to contact Simon Hill, information on a grant had been received and to see if the Parish Council apply the LDNPA would be willing to have an electric hook up on their car park.

UNRESOLVED B4RN scheme – the B4RN scheme has had an increase to 210 interested in the scheme but need 300 people to express as interest for it to go to the next stage. Information can be found on the PC website.

74/2020 Highways Issues

To note Highways issues in the Parish

UNRESOLVED Roger Ground – water continuing to run down the road and road starting to erode (W1980989349) (W2080996154) (W2080999073) ongoing

RESOLVED blocked drain near entrance to Howe Farm (W1980989347) (W2080998961) and another one slightly further along the same road before Hawkshead Field (W1980989348) (W2080998960)

UNRESOLVED Pool Bridge at Town End the middle of the road on the bridge is splitting (W2080993359) (W2081001406) Clerk to get an update from Cllr Moulton

RESOLVED ground outside the Doctors surgery – people appear to have stopped parking there the grass is growing back

UNRESOLVED pot hole road from Outgate to Drunken Duck (W2081001409) work is being carried out

RESOLVED tarmac crumbling away around grill near fishery (W2081001412) work has been completed

UNRESOLVED blocked drain by the YHA (W2080998948) Clerk to notify
 UNRESOLVED blocked drain/gully on Hawkshead Hill near houses (W2081001413) to be checked
 UNRESOLVED blocked drain past Roger Ground towards Grizedale (W2081001415) it was felt that there is more than one drain on the road up to Grizedale that needs clearing – Clerk to report
 RESOLVED potholes at Hannakin/Grizedale turn (W2081001417) (W208999071) potholes have been filled
 Cllrs reported that there are potholes at the bottom of Dale Park Road – Clerk to report
 Concern regarding local traffic going the wrong way up the road by the school had been raised, clerk to contact the police to see if they can stop the public going the wrong way up this road, clerk to advise police that this appears to happen around 8.45 – 10.30 in the morning. During lockdown cones had been placed by members of the public on one side of the road to try and stop this. Highways engineers had been and removed the cones and had suggested that the signs need cleaning. After discussion the Cllrs felt that access to buses only was not used or necessary and that the road should be completely one way for all traffic. ACTION Clerk to write to Cumbria County Council to enquire whether this is possible.

75/2020 Finance & Governance Issues

Resolved Councillors acknowledged payments made:-

27th May 2020 (sent to all Councillors permission granted from Cllrs Maclennan, Spedding, Brown, Fordham)
 Tracey Thornley – Clerk wages £350.60

30th June 2020 (sent to all Councillors permission granted from Cllrs Spedding, Maclennan, Fordham, Moulton)

Hawkshead Recreation Ground £4,500.00

Tracey Thornley – Clerk wages (includes payment for permit Processing for 2019/20 year) £448.12

Tim Brown – Lengthsman duties £169.00

A2A Advertising Ltd – website domain name registration £30.00

Andrew Thompson – Mowing Village and Car Park £576.00

Resolved Councillors authorised payment of the following accounts:-

Tracey Thornley – Clerk wages £350.60

A2A Website hosting for one year £78.00

Member of the public paid to PC account in error £200.00

Resolved Councillors acknowledged income received

Member of the public paid to incorrect account £200.00

Various Old Police Car Park Permits £2,258.00

Resolved Councillors had received a copy of the Asset Register prior to the meeting and confirmed that the Asset Register is correct. The Chair was authorised to sign the Asset Register.

Resolved Councillors had received the Annual Governance and Accountability Return prior to the meeting and authorised the Chair and Clerk signed the return as a true record.

Resolved Councillors had received the budget, bank statement and first quarter accounts prior to the meeting and confirmed that the accounts were correct authorised Cllr Fordham authorised the Clerk to PP the Accounts on this behalf as the meeting was virtual.

76/2020 Planning

Resolved Councillors acknowledged the decisions that had been made regarding the planning notifications received and decisions made online with comments sent to the planning Authority:-

7/2020/5234 – Woodlands Roger Ground – Extension and alterations – Action Cllrs had no objections

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7/2020/5245 – Summer Hill Country House, Hawkshead Hill – change of use from a Guest House including owners accommodation to single residential house (including use for short term letting. Action Cllrs had no objections

7/2020/5345 – 1 Hawkshead Hall, Hawkshead – proposed replacement of the existing septic tank with a sewage treatment plant. Action Cllrs had no objections

Resolved Councillors noted the following Notices of Grant/Refusal of Planning/Appeals/withdrawn applications:-

7/2020/5079 – Tolverne, Roger Ground, Ambleside, LA22 0QG – two local needs dwellinghouses. Application has been withdrawn.

77/2020 **Hawkshead Project** - Clerk is in touch with RG Parkins who are providing a quote for the next stage of the process. Unfortunately although she has chased this she has not received this before the meeting.

78/2020 **Sun Café** – query from member of the public regarding change of use to a fish and chip shop and extraction facilities – discussed in public participation (72/2020)

79/2020 **Protruding hedges/overhanging trees between the Old Grammar School gates and the B&B** concern had been raised regarding the hedge and trees overhanging the footpath which causes people to walk on the road. Clerk to contact the Secretary to the Old Grammar School Trust.

80/2020 **Councillor Matters**

Cllrs have asked if the Parish Council can find out who owns the road on Roger Ground which leads down to the public footpath that leads to Howe Farm. In particular the top where the road needs some attention. Cllr Fordham will provide the Clerk with his contact at Highways and the Clerk will then make enquiries as to who owns that part of the road.

Cllr Brodie has a Ferry Advisory Group meeting on 7th September and asks if Councillors have had or heard of anyone having any issues or concerns regarding the ferry to get in touch with her.

An enquiry had been received from a resident at Outgate regarding the speed of traffic going through Outgate and now the Outgate Inn is open there are more pedestrians on the road. They were asking who should they contact regarding putting some kind of speed calming system in place, such as the flashing speed signs used on the road by the school in Hawkshead. Clerk to suggest they speak to Julian at Pandora Signs.

A concern had been raised regarding the A board advertising Ginnys Tea Shop on the land by the junction into Hawkshead at the south end and that others will also start doing the same, Cllrs agreed that this needed to stop Cllr Woodhouse will go and have a word with the owners.

A concern had been raised regarding a car parked on the road at Pull Wyke, Cllrs were aware that the owner is having work done on their property. Cllr Woodhouse will call in and see them.

An enquiry regarding the Hawkshead Market Charter had been received this had been researched by the Parish Council a few years ago the charter is believed to be in the archives at Graythwaite Estate. A parishioner wanted to sell her products on a stall Councillors could not see that there would be problem with this.

81/2020 **Correspondence**

Chair Initials Date

Resolved the following e-mails received since 11th May:-

CALC – Action for Health & Mental Health Bulletin; Update; Community Reaction to Travel to Exercise advice; Coronavirus – information for Parish and Town councils; Flood Hub newsletter; NALC Chief Executive Bulletin; Urgent message from LDNPA; South Cumbria CSP – funding for Projects post lockdown; Public urged not to visit Lake District yet; CALC update 15 May; Software for remote meetings; LTN31 Local Council general powers; Returning to work after lockdown; Latest Public Health Information; NALC Guidance on remote meetings; Action for Health & Mental Health Provider Bulletin; Cumbria Arts & Culture Network Covid Newsletter; Update on Parish Elections to LDNPA; Respect Campaign update; Future Presentation to Parish Councils on dark sides; Virtual meeting South Lakeland and Barrow; Climate change webinar; Cumbria CVS – celebrating volunteers week; Cumbria Arts & Culture Network newsletter; NALC high street review; Delegated Powers; Zoom meeting 4th June; PC meetings and reopening of Village halls; Advice notes VAT on digital services and homeworking; NALC LTN87 Procurement; NALCs Local Council online review; Zoom offer; Cumbria Arts & Culture Covid 19 newsletter; Cumbria Community Foundation response Covid 19; Respect campaign update; LDNPA update note to Parish Councils; Action for Health & Mental Health Provider Bulletin; Feedback on holding virtual meetings; Information sharing; NALC risk assessment links; Guidance to attendance at Funerals; Cumbria Arts & Culture Network Covid 19 newsletter; Mental Health Providers Forum; On and Off Street Parking Enforcement; Coronavirus and other updates from CALC; Significant update on community opening advice; Town clerk job advert; NALC legal update; Action for Health & Mental Health Provider bulletin; Cumbria Arts & Culture Network Covid 19 Newsletter & Extra; Electric Vehicle charge point webinar; Letter/update for LDNPA; Parish response to coronavirus in South Cumbria; AGAR documentation deadline update; New Code of Conduct consultation; Cumbria Arts & Culture Network Covid 19 Newsletter; Action for Health & Mental Health bulletin; ACT gazette summer 2020; Parish Council Carbon Footprinting tool; Supporting local councils to re-open playgrounds safely; CALC meeting 17/9/20 at 7 pm; ACT news update; Action for Health & Mental Health Bulletin; Web accessibility regulations; Chief Executives bulletin.

SLDC – Community Response to Coronavirus; Coronavirus update for Town and Parish Councils meeting; Information for conservations on mental wellbeing; News release – respect our communities message to visitors; Council stage first virtual meeting; Discretionary grants open soon; Coronavirus briefing update; South Lakeland newsletter and directory of local businesses; Council handy person scheme resumes; Opening of the national park; Council leaders issue joint plea to think twice before coming to Morecambe Bay; Hawkshead toilets; Bulky waste collections to be re-introduced; Covid 19 – multi-agency response to campers breaking restrictions; Discretionary business support grant open next week; Monthly green bin collections; Discretionary business support grant opens; Covid 19 update 25 May; Information on child protection during Covid 19; Coronavirus update 8 June; One week left to apply for discretionary business grants; Local consultation on Cumbria choice based lettings allocations policy; New board Chair outlines recovery priorities; Stay safe when high streets open; Social housing scheme; South Lakeland Newsletter issue 7; New CAP mpney course starting 22 June; Coronavirus briefing update 19 June; Shape South Lakeland post coronavirus future; Continuation of the appointment of the independent person; Meeting 30 June; SLDC joins Countryside Climate Network; Community hub update; Council briefing 2 July; Important updates; Focus on funding forms virtual event; Standards committee agenda; Discretionary grants fund applications to be notified; Significant step forward taken in Bay partnership; Coronavirus briefing update 3 July; Call for sites Housing and Employment; Ambitious actions to combat climate change agreed; Council play areas re-open; Community update – Colin Cox, Director of Public Health Cumbria; Virtual climate conversation; Increase in coronavirus cases prompts health warning; Furloughed workers information.

Rural Services Network – Rural Bulletin 12/5/20; Rural Community working together; Rural Bulletin 19/5/20.

Cumbria Strategic Flood Partnership – Covid 19 and impacts to delivery of flood risk management schemes.

Planning – 7/2020/5234 – Woodlands; 7/2020/5245 Summerhill Country House; 7/2020/5345 – 1 Hawkshead Hall

TTRO – Temporary road closure – A593 Ashley Green; Temporary road closure – U5028 Barnfield

E Ette – Weekly list 18/5/20

Burnetts – Employment & HR Resource newsletter May 20

Citizen Advice – South Lakes Citizen Advice

Cumbria CC – Emergency road closure – Vicarage Lane; PCs Thank you; Covid 19 Archive

NHS Morecambe Bay Trust – Nurse Emma and Furness rapid response team; Partners work together to distribute over 100,000 meal and soothe packs to NHS; Alison named a Queens nurse for providing highest standards of patient care in the community; UHMBT sets out 4 main priorities for implementation during Covid 19 pandemic and beyond; Temporary closure of childrens ward at Royal Lancaster Infirmary; Some services restored; Stakeholder briefing; Building work restarts on new operating theatre at Royal Lancaster; Launch of virtual fracture clinics; Kendal support group receive high recognition

Cllr Hall – Ferry Return; Windermere Car Ferry; Ferry update

Coniston PC – Agenda 22/6/20; Amenities Fund meeting Agenda

Cllr Wharton – Road closure with access only C5018 East of the Lake, Coniston

Member of the public – Hawkshead businesses meeting

Chair Initials Date

Member of the public – Hawkshead Market Hall
Member of the public – Windermere Ferry
Connecting Cumbria – Digital Borderlands
Planning – 7/2020/5079 – Tolverne, Roger Ground – Application withdrawn
LDNPA – letter to Parish Councils
Member of the public – Police car park – ticket
Cllr Wharton – Funding update
Member of the public – National Trust properties – Harrowslack & Windermere west shore

82/2020 **Date of next meeting**

The next meeting will be Tuesday 1st September 2020 in the Upper Market Hall, Hawkshead at 7.30 pm.

The meeting closed at 8.52 pm

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