

Hawkshead Parish Council

Minutes of a meeting held in the Lower Market Hall, Hawkshead on Tuesday 19 April 2016 commencing at

7.00 pm.

present

Councillors

Ian Moulton (Chairman); Charlotte Wood and David Spedding. Clerk – John Poole.

Members of the public

David Vaughan; Kathleen K Coggan; Jeremy Coggan; Ann Myatt and County & District Cllr D Fletcher.

Apologies

98 Cllr W Barr (vacation); Cllrs L Larkin and A Brown (business commitments).

Minutes

99 The Chairman was authorised to sign, as a correct record, the Minutes of the last meeting held on Tuesday 15 March 2016.

Requests for dispensations

100 **Resolved** that it be noted that no requests had been received since the last meeting for dispensations to speak or vote on any matter where a member has a disclosable pecuniary interest.

Declarations of interest

101 **Resolved** that it be noted that no declarations of members' disclosable pecuniary and other registrable interests were made in respect of items on this Agenda. Members were reminded that, in accordance with the revised Code of Conduct, it is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting.

Police liaison and public participation

- 102 No police representative was present but PCSO Emma Forrester had sent her report for information.
- 103 With the elections due next month, Cllr Fletcher reported that it was fairly quiet at District and County.
- 104 Cllr Fletcher reported the following progress in respect of road drainage:- [1] Discussions had commenced with Dave Huck as to action required in respect of the underground drain in Fountain Street. [2] Gully clearance in Main Street had been put on hold until responsibility for this work was handed back from the Private Sector. [3] Management Property Services were not accepting responsibility for a blocked drain in Hawksgarth because the obstruction was below the road and not underneath a tree. **Action** – Cllr Fletcher for further update.
- 105 A scheme of work for the proposed North Lonsdale Road cycle crossing was due to commence. **Action** – Cllr Fletcher to report progress.
- 106 County Engineer Dave Huck had stated that the problem with the road between Pool Bridge and Town End could not be rectified in the short term because of its proximity to SSSI and RAMSAR sights. A Geotechnics Team at Carlisle had been engaged to make an assessment.

Significant anniversaries

Hawkshead Parish Council

- 107 John Moffat of the National Trust was organising events to mark the Queen's 90th Birthday on Thursday 21 April 2016 and Beatrix Potter's anniversary on 28 July 2016. However, no updated information was available.

Action results

- 108 Cllr Wood was in the process of seeking the co-operation of local traders regarding the siting of A-Boards outside their premises. **Action** – Cllr Wood.
- 109 On 5 May 2016, there will be an election to fill the posts of Police and Crime Commissioner for Cumbria and District Councillor to serve Hawkshead. There will not be an election to serve on Hawkshead Parish Council as seven nominations had been received for the seven seats. Therefore, nominees will be returned unopposed.

Correspondence

- 110 LDNP – Local Plan Review – Questionnaire. **Action** - Clerk to reply.
- 111 LDNP – Notice of election of a parish member to the Authority.
- 112 PCSO E Forrester queried Minute 73 but it was considered that it had been correctly recorded.
- 113 Audit procedures – 2015/16 Annual Return. An internal audit was carried out satisfactorily on 14 April 2016 by Mrs B M Brown who generously declined any remuneration or gift.

Better highways

- 114 The new Highways Hotline for use by members of the public to report highway defects is:- 0300 303 2992. Alternatively they can visit www.cumbria.gov.uk/highwayshotline

Finance

- 115 It was reported that the snowplough/gritter had not been used since the last meeting.
- 116 An internal audit of the Fourth Quarter (01/01/16 to 31/03/16) was conducted satisfactorily.
- 117 It was **noted** that £777 VAT paid to YE 31 March 2015 had been claimed and refunded.
- 118 The Annual Governance Statement for 2015/16 was **approved** and signed by the Chairman.
- 119 The Accounting statements for 2015/16 were **approved** and signed by the Chairman.
- 120 The Annual Internal Audit Report 2015/16 was noted. **Action** – Clerk to send Annual Return, together with explanation of significant variances and bank reconciliation to BDO LLP for auditing.
- 121 A grant from SLDC of £1000 for work in Fountain Street was noted. See Minute 104.
- 122 To approve the following accounts for payment: Old police station car park rates - £1292.20; Main Street car park rates - £2323.20; P Haddow - £120; Clerk's March salary - £280.68; Post Office Ltd – March PAYE - £70.20; CALC - £157; Clerk's reimbursements - £30.64p.

Hawkshead project

- 123 The estimated cost of an Economic Impact Survey, to enable access to grant funding, would be £20,000 to £25,000 but the following financial assistance had been promised as follows:- Cumbria County Council - £9,000; Lake District National Park - £5,000 and South Lakeland District Council - £5,000, making a total of £19,000. It was **resolved** that any shortfall should be funded from 'earmarked reserves.'
- 124 **Action** – Cllr Wood to arrange invitations to tender.

Planning

- 125 Result: Revision of an application 7/2014/5848 for a countryside worker's dwelling on land at The Steading, Outgate, has been approved.

- 126 Result: Vary condition on approval 7/2014/5348 to allow dwellings at Bragg Field also to be used as short-term holiday lettings has been approved.
- 127 Application 7/2016/5101 - Change of use of part of the upper floors of the Co-op premises, Hawkshead, into two apartments. This was supported because it would provide affordable accommodation for local people. No objections were raised.
- 128 Application 7/2016/5154 – Conversion of existing garage into house for local occupancy at Fieldhead, Outgate. No objections were raised
- 129 Application 7/2016/5160 – Alteration of existing window to form a new door at rear of the Outgate Inn, Outgate. No objections were raised.

Items for inclusion in next agenda

- 130 New items to be forwarded to the Clerk as soon as possible.

Date of next meeting

- 131 Tuesday 17 May 2016, immediately following the Annual Meeting of the Parish Council.

The meeting ended at 8.21pm.