

## **Embleton & District Parish Council**

### **Minutes of the meeting held on Wednesday 24<sup>th</sup> July 2013**

**Present:** Councillors Petecki (Chair), Brandwood, Boardman, Teasdale, Brown & Hewitson.

**Apologies:** Councillors Pickering, Airey & Graham.

**Also present:** David Smith (Clerk), Sheila Wilson (prospective councillor) & Sally Scales (CCC).

The Chair informed the meeting that Cllr. Helling had tendered her resignation. This meant that there were now two vacancies.

**Declarations of Interest:** Cllr. Petecki declared an interest as Chair of Friends of Dubwath Silver Meadows (see below).

#### **86.13: Co-option of new councillor:**

Cllr. Petecki introduced Sheila Wilson to the meeting and referred councillors to the letter from her in which she expressed an interest in becoming a Parish Councillor. It was then proposed that Sheila Wilson be co-opted to fill one of the current vacancies on the council.

Proposed: Cllr. Brown

Seconded: Cllr. Brandwood.

All those present agreed to the co-option.

**ACTION: Clerk to meet with Cllr. Wilson to complete the paperwork associated with becoming a Parish Councillor.**

#### **87.13: The new Neighbourhood Forum areas: Sally Scales – Community Engagement Officer CCC:**

SS explained that at the last CCC elections there had been a number of boundary changes. These had resulted in Embleton & District Parish Council now being represented by Cllr. Alan Bowness whose ward covered 16 parishes. The new CCC wards did not match up to the previous Neighbourhood Forum areas which have now been cut down from 12 to 6. Embleton & District now sits in the Cockermouth Neighbourhood Forum area, though because of the size of Cllr. Bowness's ward he actually sits on three Neighbourhood Forums.

The recently announced 'Drop-in' sessions for people to meet County Councillors are not going to replace Forum meetings. They provide an additional opportunity for people to meet with their County Councillor and raise any issues of concern.

The community grants programme operated by the County Council has a number of different pots. These include strategic grants that cover the whole of a forum area, grants for young people under the age of 19, local grants for specific community activities and the Councillors Divisional Allowance. All grants are decided by a grants panel except for the Councillors Divisional Allowance which is allocated at the Councillors discretion.

The dates of future Neighbourhood forums have not been set yet but will be sent out to Parish Councils once they have been.

The Chair thanked Sally Scales for her attendance.

**88.13: Minutes of the previous meeting held on 26.06.13:**

The minutes of the June meeting were agreed to be an accurate record by the councillors present and the Chair duly signed them.

**89.13: Matters arising (not covered by other agenda items):**

- 73.13: Clerk to thank Cumbria Highways for work undertaken: Done and a response received.
- 76.13: Clerk to inform ABC of Cllr. Helling resignation: Done and vacancy notices put up.
- 79.13: Clerk to seek further information re: Notice of Public Path creation: Bridleway 228034, Seacross Lonning, Embleton Parish: Done and sent out. 3 responses received, all in favour, LDNPA informed.
- 79.13: Clerk to inform LDNPA on the views of the council re: 7/2013/2143: The Mill, Wythop Mill. Done by email.
- 80.13: Newsletter to be put together and printing arranged: Done and newsletter ready for delivery.
- 81.13: Clerk and councillors to inform Cumbria Highways of Trees and grass requiring cutting at Brathay Hill, Old Vicarage & Collina: Done
- 81.13: Clerk to inform UU re: missing cover and water on road: Done and some work undertaken.
- 81.13: Clerk to write Transport Team re; bus stop signs: Done but no response received as yet.
- 81.13: Cllr. Petecki to look into long grass around Dubwath bus shelter: Done.

**90.13: Public Participation:**

There were no members of the public in attendance.

**91.13: Chairman's Report:**

The Chair referred councillors to a recent email from CCC in which Parish Councils were asked for issues to be referred to the CCC Scrutiny Committee. The Chair felt that it was important that the PC respond to this request as the Scrutiny Committee produce a review on a particular issue that is then presented to Cabinet.

Cllr. Teasdale felt that the way that the CCC Highways Team deal with potholes and resurfacing was ineffective and wasteful of resources. There was general agreement with this and it was agreed that this issue should be referred to the Scrutiny Committee.

**ACTION: Cllr. Boardman is to prepare a short statement that will be sent to the Scrutiny Committee.**

Cllr. Brandwood felt that verge cutting and footpath maintenance, for which the County Council has ultimate responsibility, was poor and getting worse. It was agreed that this issue should also be referred to the Scrutiny Committee.

**ACTION: Cllr. Brandwood is to prepare a short statement that will be sent to the Scrutiny Committee.**

The Chair reported back from the recent CALC Executive meeting during which concerns were raised about the Connecting Cumbria – Superfast Broadband project. At present the parish appears to be in the third category of communities to be connected. There are no

dates given for the work to be undertaken though there is still an aim to complete much of the work by the end of 2015.

There is now a Lib Dem/Labour coalition running the County Council and there is an ambition to improve the relationship between local communities and the County Council. The Government review of the MRWS process is ongoing but is not expected to report back until well into 2014. Concerns have been expressed regarding the relationship between 'fracking' and a potential underground repository.

### **92.13: Clerk's Report:**

A list of correspondence was given, most of which was for information only. The following items were highlighted:

- Footway Lighting: schedule of all footway lights in the parish from CALC  
**ACTION: Cllr. Petecki to check which of the lights highlighted are attached to either NWE or BT poles.**
- CCC Chairman's Appeal seeking funds to purchase 100 defibrillators in 100 days. This appeal generated much discussion. It was eventually agreed that the parish council should be supportive of this idea.  
**ACTION: Cllr. Petecki to go on to the website and look at the fund raising ideas. This issue is to be on the next agenda.**
- Letter from the Friends of Dubwath Silver Meadows requesting financial support for the repair of structures on the site that were damaged in the recent high winds. Cllr. Petecki withdrew from the meeting at this point. It was agreed that the Parish Council should support this application in the sum of £100.00p.  
Proposed: Cllr. Brown  
Seconded: Cllr. Teasdale  
All those present agreed.  
**ACTION: Clerk to issue cheque.**
- Letter of resignation from Cllr. Shepherd  
**ACTION: Clerk to inform ABC of resignation.**

The Clerk informed the meeting that the Governance Sub Group still had the following items to deal with:

1. Financial regulations: these should be reviewed every year
2. Asset Register: to include land, structures etc
3. Risk Assessment: relating to all PC activities

**ACTION: Clerk to email paperwork associated with the above to Sub-Group members.**

### **93.13: Police Report:**

The Clerk informed the meeting that he had received confirmation from PCSO Megan Jones that she would be in attendance. However she was not at the meeting. The Clerk had previously circulated the police report for the parish in which it was stated that no incidents had occurred since the previous meeting.

### **94.13: The recruitment of a new Clerk:**

The Chair suggested that an advert be placed in the local press as only one person had responded to the notice of vacancy given in the CALC newsletter. This was agreed. It was further agreed that the interview panel should consist of Cllrs. Petecki, Brandwood and Brown.

**ACTION: Vacancy to be advertised.**

**95.13: Planning:**

There were no planning applications to discuss.

**96.13: The proposed housing development at Strawberry How, Cockermouth:**

The potential building of 400 new houses on the Strawberry How site on the outskirts of Cockermouth, very close to the Embleton & District Parish Boundary, was highlighted as an issue of concern by Cllr. Teasdale. After some discussion it was agreed that a letter be sent to Allerdale BC, LDNPA, Cockermouth Town Council, Storey Homes Ltd. and Lorton Parish Council, highlighting the concerns of the council and, where appropriate, requesting the involvement of the parish Council in the planning procedure should this project come before the planning authorities.

**ACTION: Clerk to send out letters as above.**

**97.13: Highways Matters and Parish Maintenance:**

The following issue was highlighted:

- The public footpath between Low Abbey and High Abbey is now difficult to pass along and requires some maintenance works.

**ACTION: Clerk to inform LDNPA, Peter Barron, of this issue.**

**98.13: Council Finances & Authorisation of Payments:**

The Clerk informed Councillors that there were five accounts for payment:

Clerk's Salary April – July 13:	£490.45
Clerk's Expenses April – July 13:	£49.47
HMRC PAYE April – July 13:	£122.61
Firpress Printers – newsletter:	£65.00
Friends of Dubwath Silver Meadows:	£100.00
Total:	£827.53

The Clerk referred councillors to the bank reconciliation for the 24<sup>th</sup> July that showed a balance as at the latest bank statement (5/7/13) of £9,328.87p. With yet to be cleared payments above the reconciled balance of the Parish Council account as of 24<sup>th</sup> July is £8,501.34p. The Chair initialled both the bank reconciliation and the latest bank statement.

**99.13: Matters for the next meeting:**

- Footway Lighting
- CCC Chairman's Appeal: 100 defibrillators in 100 days

**100.13: Date of next meeting:**

**Wednesday 25<sup>th</sup> September 2013 at 7.15pm in Embleton Village Hall**

Signed: .....

**Chair**

Date: .....