

**CULGAITH PARISH COUNCIL**  
**MINUTES OF THE MEETING OF CULGAITH PARISH COUNCIL**  
**Held at Culgaith Victoria Institute, on Monday 7 May 2016 at 7.30pm**

**Present:** Councillors: Caroline Richardson (Chair), Pauline Toppin (Vice Chair), Laura Wilson, Ken Phillipson, Pam Jago, Jill Hay, Philip Hemingway, Sheila Orchard (Eden District Council).

Clerk: Kathryn Binney.

**44/16 Apologies**

David Witney and Marjorie Helm.

**45/16 Minutes**

Resolved that the Minutes of the previous meeting held on 7 March 2016 be signed by the Chairman as a true record.

**46/16 Declarations of Interest**

None

**47/16 Progress Reports**

**Parish Clerk's report**

It was noted that the use of the Green Waste Skip at Skirwith was not restricted to residents of Culgaith Parish. ACTION – Sheila Orchard agreed to speak to Adrian Todd (EDC) in relation to this matter.

Action was also agreed for the Parish Council to send a letter to EDC.

It was agreed that contact should be made to the other Parish Councils that have this issue, to see if joint action could be made to escalate to resolution.

**Chairs report**

EDC tripartite meeting was held 15<sup>th</sup> March 2016, the minutes of this had been previously circulated. Topics covered were Eden Local Plan, Devolution of Local Services Pilot, Flood Recovery and resilience and an update from Cumbria Highways.

A meeting took place at Kirkland Church regarding the condition of the parking area outside the church. There are no funds for grass blocking or similar. Resolved to monitor conditions locally.

Jill Hay was thanked for her work with Cumbria Highways regarding the drainage of tarn in Culgaith.

Jill has also worked in resolving the number of potholes through Culgaith although it was noted some patch work has lifted and may require subsequent work.

Transparency Code – The Chair circulated a table of documents to be added to the website in compliance with this and these are to be added. It was also noted that the Parish Plan version on the website needed updating.

**48/16 \*Public Participation / Open session (15 mins allowed)**

None

**49/16 County and District Councillors reports**

Sheila Orchard gave a detailed report covering the following; Sheila's re appointment to Councillor for the Hartside Ward, thanking those who voted. Acknowledging Penrith as its own Town Council. Sheila's appointment as Chair of the Scrutiny Co-Board and the work she has done with the Accounts and Governance Committee, Deputy on Planning and Eden's representative on the board of North County Leisure. Sheila acknowledged the work on protection of heritage assets, community hospitals and Eden's sand bag policy. Closing

Approved 4<sup>th</sup> July 2016

with her continued offer of support to the rural areas and availability to help individuals and councils.

**50/16 Planning**

16/0328 – The Paddock Culgaith. Discharge of condition 6 ‘The building shall not be brought into use until details of the main vehicular entrance door including materials and opening mechanism are submitted to and approved by the Council and the agreed door is fitted in place. Reason - In the interests of neighbouring amenity.’

As this was just to confirm the materials used – no observations were raised by the Parish Council.

**51/16 Finance**

- It was agreed to make the following payments:

CALC Media Course	TR1164	£39.50
CALC Power of Competence	TR1170	£29.50
CiLCA pt 2	TR1183	£39.50
CALC Subscription		£214.00

Memo Sponsorship		£65
Inclusion		£12

Room Hire	20.4.16	£10
Room Hire	9.5.16	£10

Clerk Expenses		£69.30
----------------	--	--------

Grass Cutting		£472.06
---------------	--	---------

- Confirmed receipt of the precept money and agreed to transfer £7000 to the savings account.
- Approved the bank reconciliation statement to the year end 2015/16 and the new sheet to 25 April 2016.
- The Budget Comparison Report was shown for year ending 2015/16. Noted that the amount carried over was £9569 (compared to £9707 yr ending 2015).
- Quotes for the Parish Council Insurance were reviewed and it was agreed to go with Came and Company (Hiscox) £164.25. (a saving of £121.27 will be made).
- The Audit Return and Accounts for 2015/16 were approved and signed by the Chair.

**52/16 Schedule of Correspondence, Notices and Publications**

The council acknowledged correspondence received since the last meeting.

The Parish Council had also received a letter of complaint regarding the precept and querying expenditure. A detailed response addressing each of the issues mentioned had been sent to the complainant, no further communications have been received on this matter.

**53/16 Training**

Approved 4<sup>th</sup> July 2016

Summary of Clerks training was heard and good progress on the Certificate in Local Council Administration portfolio was noted. Pending training dates are available on the new CALC website and viewing was recommended. <http://www.calc.org.uk>

**54/16 \*Councillor Matters**

It was noted that a complaint regarding parking at Blencarn had been received and this has been addressed directly with the resident. Councillors reported inappropriate parking outside Skirwith Church. A vehicle belonging to a non resident is being left for a long period of time. It was noted that parking in front of the church gates is also a problem. It was agreed in the first instance to keep record and write a letter to the vehicle owner.

Thanks was extended to Jill Hay regarding action with a Blencarn water leak which is now resolved.

The old notice board at Kirkland was reported in disrepair, Ken Philipson agreed to fix this.

**55/16 Community Emergency Plan**

At the Annual Parish Meeting – a presentation from Helen Atkin ACTION for Cumbria was heard. It is proposed we action a sub group to complete a Community Emergency Plan. It was hoped one councillor per ward would agree to sit on this group. Philip Hemingway agreed from Skirwith, Pauline Toppin from Culgaith, Ken Philipson from Kirkland, and Caroline Richardson from Blencarn. Kathryn Binney would also attend and help the development of this.

**56/16 Date of the next meeting**

4 July 2016 – Skirwith 1930hrs