

# CULGAITH PARISH COUNCIL

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Fell View  
Blencarn, Penrith  
Cumbria, CA10 1TX

## **Minute of the Meeting Held on Monday 6<sup>TH</sup> November 2017 in the Victoria Institute, Culgaith, commencing at 7.30pm**

### **85/17 Present**

Cllrs: Caroline Richardson (Chair), Jill Hay, Marjorie Helm, Philip Hemingway, Pam Jago, Pauline Toppin, Ken Philipson, Laura Wilson, David Witney, Samantha Bagshaw, Chief Officer (CALC) and John Fleming (Parish Clerk)

There were no members of the public present.

### **86/17 Apologies**

County Councillor Claire Driver

### **87/17 Minutes**

The Chair was authorized to sign the minutes of the meeting of the Parish Council held on Monday 4<sup>th</sup> September 2017, as a true record.

### **88/17 Declaration of Interests**

Cllr Jill Hay – Fellrunner grant request.

### **89/17 Public Participation**

**89.1/17 Sam Bagshaw, Chief Officer CALC** gave an over view and update on the on current position, as understood by CALC, regarding the Devolution and Transfer of Assets from EDC to the Parish Councils.

It was noticed that the approach being taken by EDC was becoming more accommodating and helpful to Parish Councils, compared with their initial position, at the outset, in the summer. In particular EDC were now offering to manage a Footway Lighting Maintenance Contract and Electricity Supply Contract on behalf of Parish Councils, in return for a 1.5% Management Fee.

Councillors requested more detail on how such contracts would work, including clarification on the financial detail.

The Council thanked Sam Bagshaw for all the work that she and her colleagues at CALC had done and are continuing to do, on assisting Parish Councils understanding and in making their decision on this issue.

**89.2/17 District Council Representation.** It was noted that Culgaith Parish Council had not received a visit or had representation from their District Councillor, Sheila Orchard for 18 months, since May 2016.

Councillors recognized two distinct issues in this respect, one was the ill health of CPC's District Representative, which Councillors, at a personal level, fully understood and had great sympathy with. The second, however, was on a professional level, it being strongly felt that it was totally unacceptable for Culgaith

Parish Council to be deprived of District Councillor support for such a long period of time; in such cases of ill health, temporary cover should be available.

**Action;-** agreed to take the matter up with Eden District Council with a view to requesting alternative District Councillor cover and representation be provided. The Council would also seek CALC advice on how best to resolve this issue..

Sam Bagshaw left the meeting after being warmly thanked for attending

#### **90/17 County and District Councillors Reports**

There were none.

#### **91/17 Finance (Incl.Vat)**

<b>91.1/17 To note the following balances as at:-</b>	28 <sup>th</sup> October 2017
HSBC Current Account	1012.67
NSI Account	5.45
Penrith Building Society	<u>12500.00</u>
Total assets	<u>13518.12</u>

#### **91.2/17 A Set of Interim Accounts Were tabled.**

These were unanimously accepted by the meeting

#### **91.3/17 The Following Accounts were Ratified**

J Fleming Fee/PAYE September/October 2017.	As per contract
J Fleming Tel/ Broadband September/October	30.00
Mark Binney – Grass Cutting	768.00

#### **91.4/17 The Following Accounts for Payment Were Agreed.**

J Fleming Expenses – Sept / Oct	7.20
Culgaith Victoria Institute Room Hire 6/11/17	10.00
Fellrunner Grant	343.20
Blencarn Green Bench preservative	TBA

#### **91.5/17 To Report The Following Receipts**

CCC Grant. Defibrillator Road Signs	110.00
Transparency Fund Grant – Laptop Computer	550.00

#### **91.6/17 Transparency Grant - Laptop Replacement**

**91.6.1/17** It was confirmed that a NALC Transparency Fund grant of £550 had been received to finance a new Laptop computer.

**91.6.2/17** It was decided that the new machine be supplied with Windows 10 Operating System, however an upgrade from Microsoft Office 10 to Microsoft Office 16 was unnecessary. The new Lap Top to be compatible with the recently acquired projector.

**91.6.3/17** Three quotes were tabled, it was agree to accept the quote from 'DTec Penrith', of £499 for a Lenovo 17 inch screen model, the £51 shortfall being made up with accessories; this price including set up and data transfer and Vat.

## **92/17 Planning**

- 17/0909 Proposed dwelling and double garage.  
Adj. to Crowdundle Park Farm, Culgaith. - **Supported**

## **93/17 Highways and Land Matters**

- 93.1/17 The Replacement of the Footbridge – Mill, Blencarn –**  
Work completed. Alan Kitchen to be thanked for a job well done.
- 93.2/17 Road Flooding Kirkland to Skirwith Road –** In hand, Highways
- 93.3/17/17 Defibrillator Road Signs, Skirwith and Blencarn –**  
Grant Awarded – Signs ordered
- 93.4/17 Drove Road Seat -** Waste bin had been requested from EDC.
- 93.5/17 Pinfold Plaque, Culgaith –** A Parishioner had kindly cleaned it.
- 93.6/17 Neighbourhood Watch –** Agreed that further clarification was needed from Cumbria Neighbourhood Watch as to the exact position regarding the operation of the scheme within the Parish. It was noted that a number of Parishioners were receiving Police and Cumbria Messaging warnings, personally by E Mail..
- 93.7/17 Blencarn Bench.** Cllr Caroline Richardson reported that the bench on the Blencarn Green has received its pre-winter coat of preservative.

## **94/17 Devolution and Transfer of Assets from District to Parish Councils**

**94.1/17** A lengthy and in-depth debate, taking note of the input from Sam Bagshaw of CALC, earlier in the meeting and additional information gleaned from EDC since the last meeting, took place on the issue of taking over responsibility for Footway Lighting in the Parish.

**94.2/17** It was reluctantly accepted that the Parish Council had no option but to agree to take over responsibility for the '25 Accepted' EDC Footway Lights in the Parish; however it would only do so on a, non-negotiable condition that, at the date of 'Takeover', all '25 Accepted' lights be LED and on hinged columns.

(The meeting discussed 27 'Accepted' lights, however EDC has clarified that the actual number is 25, none of the lights in Blencarn being 'Accepted'.)

*In view of the £8m assets held by EDC, this is not considered an unreasonable condition to insist on.*

**94.3/17** It was agreed that Culgaith Parish Council would commit to EDC, now, their conditional agreement to takeover this responsibility during the 2018/2019 financial year. This would then enable EDC to immediately initiate the upgrading of any sub-standard 'Accepted' lights in the Parish, in readiness for the 'Takeover' date.

**94.4/17** The date of 'Takeover' being the 1<sup>st</sup> April 2018 or the date from which the upgrading of all the Footway Lights in the Parish has been completed, if after the 1<sup>st</sup> April 2018 and no later than the 31<sup>st</sup> March 2019; EDC being responsible for all lights until the date of 'Takeover'.

**94.5/17** The legal agreement between EDC and CPC would be signed on the date of 'Takeover' and not before.

**94.6/17** Before signing a legal agreement with EDC, the Parish Council would require a satisfactory conclusion to negotiations over the provision of 'Group Maintenance' and 'Group Electrical Supply Contracts' in addition to the financial arrangements regarding the '6 Year Footway Lighting Electrical Statutory Inspection'. (Financial clarification has since been received)  
EDC had already clarified that they would charge a 1.5% fee to manage the Maintenance and Electrical contracts, on behalf of Parish Councils; the implication for CPC being approximately £46 per annum.

**94.7/17** It was confirmed and agreed that a grant covering the external costs the District Council would otherwise have paid for the delivery of this Footway Lighting service, for the 25 'Accepted' lights in the Parish, would be paid to the Parish Council at a rate of £120.96 per light, (£46.92 Basic Maintenance and £74.64 for electricity. Total £120.96) from the date of 'Takeover' and annually after that, on the following basis:-

		£
Year 1 2018/19	100%	3024.00 (£120.96 X 25)
Year 2 2019/20	75%	2268.00
Year 3 2020/21	50%	1512.00
Year 4 2021/22	25%	756.00
Year 5 2022/23	No grant.	Zero

**94.8/17** It was clarified that EDC 'Non Accepted' lights would continue to be the responsibility of EDC. The understanding being that EDC would remove them when they failed. It was also clarified that the 'Highway Lighting' in the Parish, being the responsibility of Cumbria County Council, was unaffected.

**95/17 To Agree A Precept and Budget for 2018/2019**

**95.1/17 General Budget.** The Clerk presented a detailed analysis of the 2017/18 budget (excluding any lighting provision) and recommended that this needed to be raised by 6.4% (£584) in 2018/19 in order to cover anticipated expenditure, including a budgeted 3% inflationary lift. .

**95.2/17 Devolved Footway Lighting Provision.** Following discussion it was agreed that it would be prudent to phase in the expected increase in the Councils budget, following the take-over of Footway Lighting, over the next four years. Doing so would protect Parishioners from a substantial jump in their Council Tax in four years' time also be a safeguard to protect the Councils budget should the Government decide, at some point in the future, to cap Parish Councils Precepts.

This implication for the 2018/19 budget would be to add an extra £816 to the Precept (9%)

**Decision:-** To lift the Precept in 2018/19 by £1400 (15.3%) to cover a general budget increase and the part cost of taking over the Footway Lighting.

**95.3/173 Band D Property Implication.** The Clerk was asked to clarify the implications of this increase of £1400, with EDC, on a Band D property in the Parish. (Subsequently clarified as approximately £3.87 per property per annum)

## **96/17 Schedule of Correspondence, Notices and Publications**

To note items of correspondence received since the last meeting.

**96.1/17 United Utilities** had notified CPC that they were going to undertake Site Investigation and Survey work, prior to carrying out minor mains improvements in Church Street, .Skirwith

**96.2/17 EDC Christmas Carol Service** – Invitation to attend – circulated.

**96.3/17 Cumbria Rural Panel** - Meeting 27/11/17 5pm 7pm ACT Offices, Penrith. – Councillors notified.

**96.4/17 Great North Air Ambulance** – Request for grant aid had been received.

**Action** – Respond saying how much the service was valued, however it was not the Councils policy to support charities, no matter how worthy the cause.

**96.5/17 Parliamentary Boundary Changes ‘Penrith and Solway’**  
Updated details tabled.

## **97/17 Councillor Matters** An opportunity for Councillors to raise issues on behalf of residents.

*Note: no decisions can be made on these matters but they may be placed on a future agenda of the Council.*

**97.1/17 Grass Cutting Tender 2018** – Agreed to seek tenders for consideration at the January meeting.

**97.2/17 Wall Damage – Skirwith.** It was reported that a small self-sown Elder tree was causing damage to the roadside wall on the edge of the green in Skirwith; agreed that if nothing was done the situation would only get worse.

**Action** – Seek permission to remove the offending tree and ask Mark Binney to repair the wall.

**97.3/18 Drove Road Culgaith – Litter Bin.** Decided that if EDC agreed to provide a litter bin, the 2018 grass cutting contractor be ask to empty it, when cutting the grass around the seat, during the summer. (CPC to provide Blue Waste bags)

## **97/17 Dates and Venues of Future Meetings**

Monday 8 January 2018 – Skirwith Village Hall

Monday 5 March 2018 - Kirkland and Blencarn Recreation Room

Monday 7<sup>th</sup> May 2018 Annual Parish Meeting, followed by AGM and May Council meeting - Culgaith Victoria Institute.

The meeting closed at 9.45 pm.

Signed \_\_\_\_\_

Date \_\_\_\_\_