

# TEMPLE SOWERBY PARISH COUNCIL

A meeting of the Parish Council was held on Monday 9<sup>th</sup> July 2018 in the Victory Hall at 7pm.

Present were Councillors Angela Mathers (AM), Martyn Cannon (MC), Jonathan Richardson (JR), Caryl Varty (CV) and District Councillor Sawrey-Cookson (HSC). Also present was Caroline Fennell (Clerk) together with 6 parishioners.

**Item 1 – Apologies – Kevin Overs (KO)**

**Item 2 – Minutes**

It was resolved that the minutes of the meeting held on 8<sup>th</sup> May 2018 be confirmed as a true record and signed by AM who was Acting Chair.

**Item 3 – Requests for Dispensation – None**

**Declarations of Interests – None**

**Item 4 – Presentation from Paula Smith (PS), Conservation Officer, EDC**

Paula Smith gave the council some general information regarding Conservation Area appraisals and management plans and a leaflet was provided detailing some information regarding Temple Sowerby. Temple Sowerby was designated a Conservation Area in 2000, and the appraisal published in October 2007. PS informed the council that generic management plans can be adopted for Conservation Areas and indeed the last appraisal recommended a generic management plan would be sufficient.

The council were informed that a new appraisal would be undertaken which will take the form of collation of information to help identify character areas and develop a firm structure for the subsequent report. This information would be recorded on an annotated map, supplemented with photographs. Following this a draft addendum would be prepared and any new management proposals subject to a 4-6 week consultation period before adoption. PS stated that at present there was no timescale for the appraisal being undertaken at present however EDC are keen for the public and parish council to be involved in providing information and comments.

Further discussion was held regarding the Conservation Area in Temple Sowerby with questions from councillors surrounding the weight of the Conservation Area regarding planning applications. PS suggested that any points put forward could be considered as future management plans. PS also confirmed that given recent development, during the review it may be considered whether the boundaries of the Conservation Area need changing. PS stated that following the review the parish council will be made aware of any changes and a public

consultation will be held prior to the final report being sent. PS welcomed any comments from residents regarding the conservation area to be sent to her directly at paula.smith@eden.gov.uk

### **Item 5 – Presentation from Stephen Mason, A66 Low Moor to Kirkby Thore Reconstruction Works**

Unfortunately Stephen Mason was unavailable to attend. However his colleague had been present for two hours prior to the meeting for a drop in session in the Victory Hall regarding the upcoming works. Further letters will be sent out to residents from Highways nearer the time of the works, along with additional publicity and regular drop-in sessions at Highways Agency, Penrith.

### **Item 6 – Adjournment of Meeting**

No items raised

### **Item 7 – Chairman will report on matters from last minutes, not listed on agenda.**

- The Land Registry documents for the Village Green and Parish Houses have been received. Thanks to JR
- A letter was sent to Cartmel Shepherd regarding access to the Parish Houses Title Documents however no response as yet

### **Item 8 – Devolution of Assets & Community Governance Review**

#### **I. Community Governance Review**

- Feedback has been submitted regarding the proposed merger with Brougham and parish boundary changes with Kirkby Thore. Temple Sowerby Parish Council opposed the merger with Brougham and requested no changes to the boundary with Kirkby Thore.

#### **II. Footway Lighting**

A discussion was held about the future of footway lighting in the village in relation to the devolution of assets by EDC. Councillors discussed the viability and cost implications of taking on the 'agreed' lights and also of replacing lights as and when needed. One of the main issues is that the 5 'agreed' lights from EDC will not provide sufficient light over the whole village, with them being weighted around the Croft Place area. The deadline to receive funding is now set at 30/09/18. EDC are only sending out draft contracts once councils confirm they wish to take on the lights. No decision has been made. CF to chase EDC to see if we can get a draft contract.

### **Item 9 – A66 Northern Trans-Pennine Project Stage 1**

JR gave an update regarding the proposed dualling of the A66 from Scotch Corner to Penrith. There are 4 stages of which we are currently at Stage 1, with an earliest possible construction date of 2024

## **Item 10 – Eden Local Plan**

An update from AM and JR who attended recent meetings regarding the implementation of the new local plan. This isn't yet adopted but is far enough along and has approvals from the planning inspector that it can now be used in planning applications.

## **Item 11 – Parish Houses & Land**

It was agreed to go ahead and arrange for the EPC's to be undertaken on the Parish Houses. CF to liaise with Martin Overy and residents to arrange a suitable time.

## **Item 12 – Planning Matters**

- Planning Application 18/0523 – *Land to the rear of Temple Sowerby medical Centre – Variation of condition (plans compliance) – NO OBJECTIONS*
- Planning Application 18/0034 – *Land to rear of temple Sowerby Medical Centre – siting of temporary sales cabin – CONDITIONS IMPOSED*
- Planning Application 18/0395 – *Victory Memorial Hall –Alterations and repairs to elevations – NO OBJECTIONS*
- Planning Application 18/0290 – *2 Sunnybank – Extension to current kitchen using conservatory footprint – NO OBJECTIONS*
- Planning Application 18/0522 – *Lowthian Cottage – 1. Cherry tree – remove following recent storm which resulted in fallen bough, 2.3. Berberis and Hazel bushes to be cleared to allow access for proposed tree removal – NO OBJECTIONS*

## **Item 13 – Village Greens, Play area, Trees, etc.**

- The councillors undertook a village walk around on 27<sup>th</sup> June. It was felt that this was a useful exercise and should be repeated annually.
- The play area inspection is due in August by Rospa
- The tree works have now been completed. Due to a birds nest on T28, epicormic shoots were not removed. It has been suggested by contractor that these could be done annually. CF obtained a price for contractor to grind down the large tree stump on the top of the village green. This was priced at £350 plus VAT. Councillors agreed that as long as the contractor confirms this will be taken right down to ground level to enable reseeded then they are happy to go ahead with the work. CF to liaise with contractor.
- An email from a resident regarding grass cutting was discussed. The resident felt that the area of grass outside their property was Village Green but was not getting cut. On consulting the land Registry documentation it was confirmed that this area of grass is not Village Green but is roadside verge for which Highways have responsibility for cutting. CF to re-contact resident and explain.

- Discussion was held surrounding the two vehicles that have been abandoned outside the Victory Hall and on the school parking area. CF contacted PCSO and EDC Community Officer. Awaiting further feedback.
- Access over the Village Green to the barn adjacent to Counting House was discussed. JR has been unable to contact Open Spaces for any legal advice. CF will contact and ascertain the powers of the parish council in permitting or refusing access and whether restrictions can be imposed. CF to also contact CALC for legal advice and make enquiries with Ousby PC who have possibly had a similar situation.

#### Item 14 – Friends of Eden Valley Public Transport

There is currently a vacancy for a representative from Temple Sowerby. AM will place an advert in the Temple Sowerby Courier requesting a volunteer. Meetings are held in Appleby.

#### Item 15 – Accounts and Financial Report

<b>Income:</b>	1 Crossfell View – May & June	£ 540.00
	2 Crossfell View – May & June	£ 640.00
	3 Crossfell View – May & June	£ 411.68
	<b>TOTAL</b>	<b>£ 1591.68</b>

<b>Expenses:</b>	Clerks Salary (April)	£ 307.50
	Countrywide (April & May)	£ 594.00
	Clerks expenses	£ 108.00
	Internal Auditor	£ 50.00

Balances at		
30/06/2018:	Community Account	£ 12,800.89
	Business Money Manager Account	£ 4,800.75
	Penrith Building Society (Maypole Account)	£ 1,174.76
	Penrith Building Society (Parish Houses Account)	£ 7,113.67

#### Cheques to authorise:

Clerks Salary (May)	£ 307.50
Clerks salary (June)	£ 307.50
Clerks salary (Backpay)	£ 410.79
Countrywide (June & July)	£ 594.00
Clerks expenses	£ 150.40
TSO Host	£ 25.18
Zurich Insurance	£ 973.45
CALC Subscription	£ 165.00
North West Arboricultural Services Ltd	£ 2364.00
North West Arboricultural Services Ltd	£ 114.00

- Following a successful appraisal, the clerk was awarded a pay rise with effect from April 2018. This was proposed by JR and seconded by MC

- A standing order agreement was set up for the Clerks salary to be paid monthly
- The bank reconciliation was presented to the councillors and signed. It was noted that a VAT return of £568.92 had been received

### **Item 16 – Policies and Standing Orders**

- The Standing Orders, Asset Register, Risk Assessment and Financial Risk Management Protocol were placed before councillors. A number of amendments were requested. It was agreed by councillors that with these amendments the policies should be adopted.

### **Item 17 – General Data Protection Regulations**

- The Data Protection policy was placed before councillors. This was agreed and adopted.
- The parish council is now registered with the Information Commissioners Office. A direct Debit mandate was signed to authorise payment for this.
- Disclaimers are now in place on both the website and emails regarding data protection

### **Item 18 - Correspondence**

All other correspondence received since the last meeting has been circulated.

The Chair thanked those present and announced that the next meeting of the Parish Council will be on Tuesday 4<sup>th</sup> September 2018 at 7pm.

Meeting closed at 9.45pm

Signed ..... Date .....