

# Minutes of the Meeting of Crosthwaite and Lyth Parish Council held on 5 July 2012

**Present:** Mary Harkness(Chairman), Matthew Dobson, Martin Casson, Bruce Worsley, Paula Cross, Jim Bownass.

**In Attendance:** Cllr Jim Bland (CCC), Kim Kearney(Clerk)

- |   | <b>Action</b> |
|---|---------------|
| <b>1 APOLOGIES FOR ABSENCE</b><br>Chris Smith – on holiday, John Holmes.  |               |
| <b>2 DECLARATIONS OF INTEREST</b><br>None   |               |
| <b>3 MINUTES OF THE MEETING HELD ON 7 JUNE 2012</b><br>These were approved.   |               |
| <b>4 CHAIRMAN'S ANNOUNCEMENTS</b><br>The Chairman read out a letter from D Blair thanking the parish council for allowing the Jubilee wood to be planted on the Bowling Green field.  |               |
| <b>5 OPEN SESSION</b><br>There were no items raised by members of the public.   |               |
| <b>6 COUNTY COUNCILLOR'S REPORT</b><br>Kelly Alty, Cumbria County Council Engagement Officer updated the parish council on the 541 bus route. She has been analysing the bus usage, revenue and costs. The route requires £3k to maintain the service this year and funding options for future years are being evaluated.   |               |
| <b>7 DISTRICT COUNCILLOR'S REPORT</b><br>The parish council noted the report submitted by John Holmes.  |               |
| <b>8 PARISH CLERK'S REPORT</b><br>The parish council set a limit of £5,000 for the purchase of goods and services above which three estimates or quotes should be obtained. A second limit of £50,000 was set above which competitive estimates in sealed envelopes should be invited. The Accounts and Financial control procedures will be updated to reflect this.                             | Clerk         |
| The parish council agreed to review quarry rents next month.  | Clerk         |
| The parish council noted recent advice from SLCC minutes regarding tree inspections and asked the clerk to check leases for quarries (where they exist) that have public access. It needs to be clear that the leaseholder is responsible for tree maintenance. The parish council considered that there were no other areas belonging to the parish where trees could be a hazard to the public. | Clerk         |
| The parish council agreed to accept the quote from Draper for replacement of the fuse box in the parish room.   | Clerk         |
| <b>9 LOCALISM ACT – NEW CODE OF CONDUCT</b><br>The parish council agreed: <ul style="list-style-type: none"><li>• To adopt the new Code of Conduct for members and co-opted members of the parish council with effect from 5 July 2012</li><li>• To note the disclosable pecuniary interests as detailed in the appendix to</li></ul>   |               |

the Code of Conduct

- No other interests should be treated as registrable interests
- To note that SLDC's Monitoring Officer will prepare and maintain a new Register of Members interests to take effect from 1 July 2012
- To note that the register of interests must also be published on the crosthwaiteandlyth website
- That members should be required to leave the room where they have a disclosable pecuniary interest
- To note that SLDC Monitoring Officer will arrange training for parish clerks initially.

Standing Orders will be updated to reflect these changes once a new template is available from CALC

Clerk

Members should return their completed forms to the clerk within two weeks.

Members

## **10 POLICY ON REQUESTS FOR DONATIONS TO CHARITIES**

The parish council decided that it would continue to consider requests for donations to charities on an individual basis so long as it doesn't impact essential services such as gritting.

## **11 PLANNING**

### **11.1 New Applications Received by Parish Council**

7/2012/5298 – Old School House. Application for approval of reserved matters following outline approval. The parish council had no comment.

### **11.2 Notification of Appeal**

7/2011/5539 Durham Bridge Farm – Retrospective change of use appeal noted by the parish council.

## **12 LOCAL AREA PARTNERSHIP**

The parish council noted the update from Mary Harkness.

## **13 BUS ROUTE 541**

Mary Harkness will submit a bid to the LAP for £3k to funding this service for the remainder of this year. Other parishes benefiting from this route will be asked to support the application.

Mary  
Harkness

## **14 BENCH IN JUBILEE WOOD**

Mary Harkness is looking at options with Douglas Blair and will report back to the next meeting.

## **15 PARISH COUNCIL SURGERIES**

Members agreed that they would hold regular surgeries at the Exchange. Paula Cross agreed to ask the Exchange for permission and set out a rota. She will provide an update at the next meeting.

Paula  
Cross

## **16 FINANCE**

### **16.1 External Audit Issue**

The parish council noted the issue of a high level of reserves that was raised by the external auditor,

### **16.2 Quarterly Finance Report v Budget**

This was noted by the parish council.

### 16.3 Income & Expenditure 2012/13

The following accounts were authorised:

| Item  | Expenditure<br>£ | Income<br>£ |
|---|------------------|-------------|
| Draper – replacement of fuse box  | 354.00           |             |
| National Savings Inv Bond   |                  | 9.51        |
| BDO Audit fee   | 144.00           |             |
| Clerk Salary (6 months)   | 1,000.00         |             |
| Employers NIC   | 51.89            |             |
| Clerk's expenses (6 months)   | 91.81            |             |
| Citizens Advice South Lakeland &<br>Cumbria Rural Citizens Advice<br>Bureau | 100.00           |             |
| Great North Air Ambulance   | 100.00           |             |

### 16.4 Resolution To Allow Direct Debits

The parish council agreed that a direct debit for HMRC could be set up on the parish council current account to pay employers NIC and PAYE tax.

Clerk

## 17 HIGHWAYS

### 17.1 A590/A5074 JUNCTION

The minutes of the meeting with the Highways Agency have been circulated. The next meeting with Highways Agency and other local parishes will be at Gilpin Bridge on 10 August.

Martin  
Casson

Now that the roundabout at Greenodd is to go ahead, the Transport minister has agreed to re-arrange the meeting with Tim Farron.

### 17.2 OVERGROWN HEDGES

The clerk was asked to send a letter to Tony Beattie, Highways, CCC about the overgrown bushes at Totter Bank that are restricting visibility when turning into Crosthwaite off the A5074.

Clerk

## 18 CORRESPONDENCE RECEIVED

The parish council noted the letter from CCC regarding the consultation on the Cumbria Minerals & Waste Local Plan.

## 19 COMMUNICATIONS

### 19.1 Email Addresses

The parish council decided that it did not want to collect email addresses for the purpose of communicating with electors.

### 19.2 COMMUNICATIONS

The clerk was asked to communicate the following:

Clerk

- Letter to CCC re Totter Bank
- Bid for funding of 541 bus
- Planning to hold regular surgeries at the Exchange

## 20 DATES OF NEXT MEETING

2 August 2012 at 1930 in parish room.

Kim Kearney  
12 July 2012