

## 5 February 2018

### CROSBY RAVENSWORTH PARISH COUNCIL – WORKING FOR THE COMMUNITY

[www.crosbyravensworthparish.org.uk](http://www.crosbyravensworthparish.org.uk)

Clerk to the Council: Christian Barnes, West House, Tenter Row, Crosby Ravensworth, Penrith, Cumbria, CA10 3HY. t. 07584 251 448, e. [clerk@crosbyravensworthparish.org.uk](mailto:clerk@crosbyravensworthparish.org.uk).

#### Ordinary Meeting

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Present Councillors: Cllr D Graham (Chairman) Cllr D Hewitt, Cllr A Robinson, Cllr J Raine, Cllr V Holroyd, Cllr A Beatham, Mr C Barnes (Clerk).

Apologies: Cllr V Kendall (EDC/YDNP), Cllr M Archer.

Cllr Neil Hughes CCC, John Bevan and 4 members of the public were present.

102/17

#### Minutes

The Chairman was authorised to sign the **minutes** of the ordinary meeting held on the 8 January 2018 as a true record subject to correction of an identified typo.

A matter had arisen in connection with YDNP's handling of the planning application at 3 Hopper Hill which had been supported by the council in the previous meeting. The council had been advised that the 'wraparound' extension which it had supported was approved. The applicant however had at the same time been advised to submit other plans by YDNP planning officer Tim Davies which the council had not been given an opportunity to consider or made aware of. The applicants had prepared new plans at considerable expense only to find that the original application had been approved. It was noted that this was a young couple from the village planning to settle in the village. It was resolved that the Chairman would speak to them to establish the facts with a view to writing to the YDNP to require an explanation. It was noted that the council had asked for an extension of deadline to respond to the consultation at its scheduled meeting on the 8th January.

103/17

#### Memorial Proposal

Mr Adrian Marsh offered to give an item of children's play equipment to be sited on Maulds Meaburn Village Green in memory of his late wife Helen as she had enjoyed watching children play there. The idea was enthusiastically welcomed. It was agreed that Mr Marsh would liaise with the clerk, Eden District Council and the PTA at Crosby School to identify a suitable piece of equipment. The equipment would be given to the council (on behalf of the Maulds Meaburn Recreation Ground Trust) and would be insured under the council's schedule of play equipment.

CB

104/17

**Public Participation**

- Attack on Flass (Saturday) A member of the public raised a concern about an attack on Flass by vandals/trespassers. He had called 999 and was told that it was not appropriate to call the emergency number. He had then rung 101 and had received no answer. The trespassers had obstructed the lane with their vehicles to prevent access. It was resolved that the Chairman would raise the matter directly with Police. The police's handling of the original raid was criticised as the criminals had been aware of police interest and had been able to make their escape. It was believed that the Royal Bank of Scotland had ownership of the building and therefore the responsibility for securing the property fell to them. The clerk would write to express the council's concerns. It was resolved that the police would be invited to the next PC to hear the communities concerns as to their response directly.
- There had been an incident of fence cutting on a local farm.
- The issue of signs was raised again.
- Cllr Hughes raised a number of Highways items. Woodfoot flooding had been followed up by Highways who would liaise with the landowner as to the clearing of drains. It had been requested that Meaburn Edge be included in gritting schedules. B621 (Shap Toll Bar Hill t M6 J39) was due for resurfacing in the coming year road closures to be advised. Disruption to the route of the 106 bus was anticipated with rerouting likely affecting the Shap Wells area.
- A member of the public asked in view of the council's objection to the proposed development of Oddendale what the council wanted for the site noting that the farms no longer had sufficient land to be viable.

CB

CB

105/17

**Planning (YDNP) E/03/17A Branthwaite House, Crosby Ravensworth**

Full planning permission for demolition of ground floor sun lounge and erection of new two storey and single storey extensions to provide dining/kitchen and sun lounge to ground floor and en-suite bedroom above. The plans were well regarded and the application was Supported.

106/17

**Planning (YDNP) E/03/23 Crake Trees Manor, Crosby Ravensworth**

Full planning permission for change of use of agricultural field to agricultural/tourism for siting of 2 No. Shepherds Huts. The application for change of use was fully supported. The response of the planners to the original application for Shepherds Huts and its alteration at their request was criticised. Planners feedback that Yurts, Bell Tents or 'Pods' would be preferable was thought to be incorrect. These were regarded as 'visually discordant' and 'a foreign cultural import'. Rolling Shepherds Huts were thought to correspond better to the area's agricultural heritage and sheep farming tradition and to be less damaging to the ground upon which they were to be placed. The planners approach was not understood.

- 107/17 **Planning (EDC) 17/1075 – Land between Fern Bank and East View, Reagill - Outline application for residential development with all matters reserved.** The council objects to the application. Although it is supportive of the principle of the use of this site for development the application as it stood was thought to be weak. The application was for four units on half a hectare. The number of bedrooms was not stated and it was felt that market led housing built to this density would not bring the benefits that a mixture of housing would bring to the community. There were a significant number of unsold large houses in the area and what was proposed was considered to waste an infill site. The objection was made for the purpose of forcing the matter to committee for debate rather than being determined under delegated powers by officers.
- 108/17 **Planning (EDC) 18/0058 Gow Thorn, Reagill, Attached single garage.**  
Supported
- 109/17 **For information- YDNP Sustainable Development Fund grant approved. Update footpaths group.**  
The grant (£6170 with £2750 of funding in kind) had been approved and the group would start work immediately with a view to installing signs in the Summer together with a substantial leaflet run. The location of the sign on Crosby Village Shelter was agreed. It was resolved that Cllrs Robinson, Holroyd and Hewitt would visit the proposed site of the notice in Maulds Meaburn to decide the detail of its positioning/fixing on site. The matter would not need to come to a future meeting. DG/VG would attend the Area Forum on the 18<sup>th</sup> April and report on the progress of the project on the council's behalf.
- 110/17 **Internal Auditor.**  
Following the withdrawal of Internal auditor Caroline Dodgeon. The council had approached John Bevan to act on its behalf. His Audit Plan had been circulated before the meeting. It was resolved that John Bevan be appointed Internal auditor and the submitted Internal Audit Plans 2017-18 & 2018-19 circulated with the summons was approved as the basis of his appointment.
- 111/17 **Asset Register.**  
The revised asset register was presented for adoption. Following discussion of the format of the document and the reconciliation of proxy/insurance/market valuations shown - it was agreed to represent a revised document to the next meeting that would more closely correspond to the proxy valuation while allowing the council to ensure that its insurance of market values and interests was appropriately indexed and recorded. It was agreed to remove two of the benches listed as 'placed by resident' from the schedule and to write to the owners reserving the right to remove them should they be assessed as a liability based on their condition. It was agreed that the current level of the council's insurance of its assets was adequate.

CB

- 112/17 **Risk Registers.**  
The revised register was approved.
- 113/17 **Budget Monitor.**  
The clerk reported that the bank statement expected at the beginning of January from the NatWest had not arrived until today meaning that the budget monitor had been presented as 'interim' on the basis of cashbook entries not reconciled to the bank. No signatory had been available to attend the bank prior to the issue of papers to demand a statement. The clerk had written to the bank on the 24 January to request an explanation but no reply had been received. He had visited the bank on Friday 2<sup>nd</sup> February to obtain a list of transactions from the counter at which time he had also been told that the bank had written in response to the council's request to close the account on the 3<sup>rd</sup> January. Neither signatory present had received a reply and the RFO/Clerk had not received this letter. Standing orders which, the council had instructed should not be paid from the 1<sup>st</sup> January onwards had been paid. It was resolved that Cllrs Raine and Hewitt would liaise as to attending the bank in person to close the account. Compensation Payments totalling £152 had been received from the Nat West in respect of previous errors.

From the statements now received it was apparent that no transactions Direct Debits/Standing Orders had been paid in the period and that the un-reconciled cashbook could therefore be relied upon as a true record. The clerk had removed the word 'interim' from the website and had added a third quarter bank reconciliation to the website which would now go to the next meeting for approval but which was available now for information.

The clerk introduced the Budget Monitor. Discussion focussed on the distorting effect of the report of the transparency fund application in the previous year and carried over expenditure in the current year which had produced an apparent overspend of 448% in the administration budget. In effect this was a categorization/reporting error. The current budget monitor had been devised 5 years ago and would benefit from review and revision in the coming year.

It was resolved to approve the budget monitor.

- 114/17 **Extension of time.**  
It being 21.42 it was agreed to extend the meeting for a further hour in order to complete the agenda.
- 115/17 **Schedule of Payments and Receipts.**  
These were approved as follows:  
Schedule of Payments 1 October 31 December 2017  
02 October 2017 Clerk's Wages Nat West S/O £389.08  
15 November 2017 Rocket Sites Ltd. Barclays 100003 £90.00  
01 November 2017 Clerk's Wages Nat West S/O £389.08

15 November 2017 Photocopying Expenses Barclays 100004 £26.79  
06 December 2017 Fell Runner Bus Barclays 100005 £150.00  
05 December 2017 Lakeland Aerials Barclays 100006 £325.00  
18 December 2017 Maulds Meaburn Village Institute Barclays  
100007 £20.00  
14 December 2017 Archive Rent Barclays 100008 £260.00  
30 November 2017 Heaton's Office Supplies Barclays DD £37.88  
December 1, 2017 R G Todd (Playground rent) Nat West S/O £50.00  
01 December 2017 Clerk's Wages Nat West S/O £389.08  
13 December 2017 Police House + Archive Insurance Barclays  
100009 £855.20  
24 December 2017 HMRC PAYE Barclays 100010 £122.80

Schedule of Receipts 1 October 31 December 2017 (Interim)

October 2, 2017 Police House rent #7 CR Nat West £420.66  
October 9, 2017 VAC Grant/Arrears of Rent/Fraser 100001 Barclays  
£231.42  
October 16, 2017 Reagill Green 100002 Barclays £20.00  
November 1, 2017 Police House rent #8 CR Nat West £420.66  
November 10, 2017 Compensation TFR Nat West £100.00  
November 22, 2017 Reimbursement of Clerk's costs TFR Nat West  
£52.50  
December 1, 2017 Police House rent #9 CR Nat West £420.66  
December 8, 2017 Electricity Wayleave 100004 Barclays £7.70  
December 28, 2017 Electricity Wayleave 100005 Barclays £108.28  
December 31, 2017 Interest Police House reserve Penrith BS Nat  
West £21.66  
December 31, 2017 Interest General Reserve Penrith BS Nat West  
£27.41

116/17

**Equal Opportunities Policy**

The policy was projected in the meeting revisions were agreed in meeting. Scenarios involving self-identifying gender diversity and disability including mental health were discussed leading to a conclusion that the policy should not be made more complex. Subject to these revisions the policy was adopted.

117/17

**Health and Safety Policy**

Following revision of the drafts it was agreed to adopt the policy.

118/17

**Items for future agendas**

- Emergency Planning
- Devolution of Services
- Interim report (Internal Audit)
- Litter pick
- Green Tenders

Projector. It was agreed that this would not form part of a future agenda and that Cllr Raine would expedite obtaining a projector from Eden District Council for councils use it having been agreed that the use of a projector in this meeting had been a success.

JR

- 119/17      **Annual Parish Litter pick**      DG/JR
- A parishioner had placed an item in the link publicising an annual parish litter pick on the 4<sup>th</sup> March and advertising refreshments at the Butchers Arms as per last year. It had been intended to decide on the date of the litter pick and any hospitality at this meeting and it was agreed that Chairman would discuss future arrangements with the parishioner. The third of March conflicted with another event in which the district councillor was involved. The Parish Council was fully supportive of the involvement of volunteers to litter pick and thereby maintain the appearance of the parish. It was agreed to authorise upto £100 of expenditure on refreshments and to go with the event as planned with the district council supporting the event as usual.
- 120/17      **Clerks updates/correspondence.**
- Planning | Oddendale Hall planning application (withdrawn)
  - Planning | 3 Hopper Hill planning application (approved) (JR email re wraparound extn.)      DG
  - Planning | Crake Trees (Notice Amended description)
  - Information Commissioner Registration now received and paid (reference included on the website)
  - Woodfoot Farm was in discussion with County re flooding at Woodfoot Bridge
  - Evelyn Dent re incorrectly registered land in Maulds Meaburn, accepted and would sign land registry papers to that effect.      CB
  - Community Governance Review (council’s response noted will contact if change proposed)
  - Devolution of Services (Legal Agreement Neil Buck/Nalc) Issue as to whether the agreement is ‘decision ready’
  - V Kendal YDNP 2nd Homes email circulated to all councillors. For discussion at the Western Dales Area Forum 16<sup>th</sup> April.      VH/DG
  - Keith Golding. 1st Weekend in March designated ‘National Litter pick Day’ Please can we fall in with that and publicise in Link. Budget for litter pickers bacon butties at the Butchers Arms, Liaise with Cllr Raine/EDC.
  - Precept has been applied for, account change to Barclays notified.
  - National Park West Parishes Forum Westmorland Hotel 16 April. 2 representatives from each parish to be invited. Agenda Items to be presented eg Projects being undertaken and/or Problems Issues. Deadline 2 March for Papers. DG and VR to attend      VH/DG
  - Fallon wedding/Letting of Green a meeting would be arranged to co-ordinate following the lettings item on the next agenda      CB

121/17     **Date of Next Meeting** 5 March 2018

**<ends 22:30>**