

**3 December 2018 – Ordinary Meeting**  
**CROSBY RAVENSWORTH PARISH COUNCIL – WORKING FOR THE COMMUNITY**

**At the Parish Archive Crosby Ravensworth 7:30pm.**

**[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).

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Present Councillors: Cllr J Raine (Vice Chairman), Cllr D Hewitt, Cllr V Holroyd, Cllr A Robinson, Cllr A Beatham, Cllr M Archer, Mr C Barnes (Clerk).  
2 members of the public were present.

Apols. Cllr D Graham (Holiday), Cllr N Hughes (CCC), Cllr W Pattison (YDNP/EDC).

102/18 The **minutes** of the meeting held on the 12 November 2018 were approved as a true record.

103/18 **Declarations of Pecuniary Interest.** Cllr Beatham #7. Maulds Meaburn Village Green (Access to Sheleter) Cllr Hewitt #8. Tree Auction.

104/18 **Public Participation.**  
Crosby Ravensworth Poppy Appeal had raised £455

A member of the Public spoke on behalf of the commoners. The commoners/graziers' group scheme was due to finish on Bank Moor/Gaythorne Plain. The Parish Council was asked if as owner/custodian it would approve the creation of a new scheme during the course of next year. The graziers were expected to put a scheme forward and Natural England would respond. It was anticipated that Natural England would seek changes to the current scheme to reduce grazing by sheep/encourage the growth of heather. Councillors considered the matter and felt that there was a need for a future agenda item during the course of next year and that proper information as to what was being proposed was required in order to make a decision. It was suggested that this come to the February meeting.

A parishioner raised an issue over the registration of mineral rights by Charles Henry Bagot in Maulds Meaburn dating back to 2009. The Parish Council was asked if it was aware of the implications of the registration of the green in respect of mineral rights. It was agreed that this would require further research and the parishioner was thanked for raising the issue.

105/18 **Police House Update.**  
The Chairman had presented an options appraisal in respect of the Police House. The appraisal was for information only and further progress was required in respect all of the council's ability to sell the

house and manage the monies received. Lewis Surveyors report on the condition of the house and works required to prepare it for re letting was tabled and examined. Councillors felt that there were one or two inaccuracies of fact that needed to be corrected but that the report was helpfully presented under some pressure of time. MA pointed to the survey's limitations in respect of the roof space and offered with the assistance of DH to inspect these spaces.

It was agreed that the options appraisal and surveyor's report presented a good picture of the current situation and it was resolved that expressions of interest from 3 project manager's/builders to pull the project together should be sought at the earliest opportunity. The provision of this information would not prejudice a later decision regarding whether to make a disposal of the house and the council would hopefully be in a position to move forward with either option at the beginning of the year.

106/18

**Police House Open Day.**

It was resolved to hold an open day advertised locally on the 20th of January before any works were carried out on the Police House. It was agreed that this would be of general interest to parishioners. Gordon Bowness would be invited to prepare a brief history of the Police House for display on that occasion. The house would be open between 11am and 4pm and councillors would agree a rota to be present in the house at the next meeting.

Because the house had cells there was discussion as to whether it should be referred to as the Old Police Station or the Old Police House

107/18

**Maulds Meaburn Village Green**

It was resolved to approve the instruction of the council's solicitor in the matter of the registration of the green and associated land registry fee of £40 (1<sup>st</sup> JR 2<sup>nd</sup> DH).

An update was received on the legal arrangements associated with Maranatha House in a written report from the Chairman. Approval for the costs of a solicitor's instruction at between £300 and £500 was approved (1<sup>st</sup> JR 2<sup>nd</sup> MA).

108/18

**Maulds Meaburn Village Shelter**

AB left the room for discussion of this item having declared a DPI. Quotations for the construction of disabled access to the village shelter in Maulds Meaburn funded by the Yorkshire Dales Sustainability Development Fund were examined and AB was appointed to carry out the work at £400.

109/18

**Trees**

The council received an update on tree inspections - this was to have been carried out jointly with the PCC and a quotation had been obtained on that basis from Stephen Hodgson the clerk was authorised to appoint Stephen Hodgson subject to clarification of costs now that

the PCC had withdrawn.

MA, DH and VH reported back regarding identified tree planting sites in Crosby Ravensworth, Maulds Meaburn and Reagill. These were examined in the meeting on maps prepared for the purpose it was agreed to organise a site meeting with the Woodland Trust to discuss councillors' ideas further. The proposal at Maulds Meaburn was to establish an area for fruiting trees adjacent to the Mill Race opposite Meadow View the reason being that the trees (being small) would not obscure the view from the lane running in front of Elizabeth Cottages to Brackenslack along the millrace. It would provide a good amenity for residents and particularly young people in the future. Difficulties were identified around the cost of cages and volunteer input to erect tree guards. The Parish Council owned tree guards currently stored at Ravenseat & Meaburn Hill which could be used. JR to approach woodland trust.

109/18 **Tree Auction**

The council had received 5 bids between £20 and £100 per tree in both Crosby Ravensworth and Maulds Meaburn.

It was agreed that the buyer of the tree in Crosby Ravensworth would be instructed not to saw the wood on site in order to protect the turf from damage and the deposit of sawdust. The highest bid received at the time of the meeting was £100 for each tree it was agreed that the clerk would offer both trees conditional on the sawing restriction and that if the bidder for £100 could not accept the condition then he was authorised to offer it to the next highest bidders.

110/18 **Internal Auditor's Report**

The internal auditors report was received and considered it was noted records were satisfactory. The internal auditor had raised a query about the operation of the two signature rule using the Cumberland online payment system.

The council had conducted its first online transaction using this system on the 23rd of November. The clerk and the chairman had done the transaction on their computers together at the same time to gain an understanding of how the system worked. It was agreed that this process would be repeated with AR & DH with the internal auditor present so that all councillors were familiar with and confident with the process and the auditor could examine it and check it complied and make any observations she felt were necessary.

111/18 **Draft Budget**

A budget paper was presented by the clerk outlining a revision to the projected out turn for the year 2018 19 which took account of the council's actual and projected expenditure and loss of income from the Police House

It was anticipated that the council would not receive its budgeted

income of £5,047 from rental of the Police House and the figures were redrawn on the basis that year to date receipts would apply taking this into account. The 2018/19 budget projected a total income of £21,247 the revised budget based on the 6 month figures projected a revised total income of £18,859

These income figures were higher than usual because of the expected drawdown of the Yorkshire Dales Sustainability Fund Grant an amount budgeted to be £6,170 and expected to be closer to £6,000.

The payments budget had also been updated to project a revised out-turn. The budget projected payments of £16,257 against a revised projection of £18,400.

The cost of the refurbishment, repair, legals and disposals in relation to the Old Police Station were not yet determined. It was noted that the council holds dedicated reserves of £16,731 and an overall cash balance and reserve of £27,384.

These funds could be expended in total or in part on the refurbishment and reletting of the Police House if the council decided to proceed.

Taking into account these revisions the council projected a surplus budget of £459 against £4,993.

A rough working of the draft budget for 2019/20 was tabled for discussion and advice only. A conservative approach had been taken to estimating lettings income in respect of the Police House which had been given a whole year budget of £2,524.

The council has budget expenditure estimated to be £11,748 excluding works to be carried out on the Police House account, this meant that the council would need to precept a figure at or in excess of £8,857 to set a balanced budget.

Last year's precept was £9,205 + 95 pounds of Council Tax Reduction Scheme Grant. The council could choose to set a similar level of precept if it wished.

The Clerk/RFO offered an opinion as follows:  
He recommended that the council sets a surplus budget in 2019/20 as the council's finances will be impacted by its decisions over the Police House.

The RFL recommended that the council set a higher than minimum figure as a precept this year and looks to reduce it's precept in following years after the Police House position has been resolved.

There is no scope in these figures to commit to an increase in reserves as the council has done in previous years because of the loss of lettings income from the Police House. It was agreed that the clerk would

circulate a table illustrating percentage increase in a band D property for consideration by councillors.

- 112/18     **Emergency Plan**  
A member of the public had requested sand and sandbags ahead of any expected flooding this would be taken forward by the emergency committee.
- 113/18     **Tata Steel Community Fund.**  
Suggestions included tree guards and bird hides at the quarry. Clerk to obtain details of fund criteria and report back.
- 114/18     **Correspondence**  
A letter of thanks from Crosby Ravensworth First Responders was read out. It was resolved to make a donation of £150 to the Fellrunner Bus.
- 115/18     **Representatives Reports.**  
AR would attend the AGM of MMVI on Wednesday and report back on any issues.  
VH reported that Crosby Ravensworth Village Hall planned to redecorate. It was thought that a contribution from the PC might be a useful match to a larger application to the EDC Community Fund.  
It was noted that Hall needed more bookings.  
JR asked if councillors had completed Eden District Councils Survey Monkey regarding uncontested seats. Two councillors had started but abandoned the process feeling that questions were leading and irrelevant. JR noted that feedback.
- 116/18     **Date of Next Meeting 14 January 2019**

**14 January 2019 – Ordinary Meeting**  
**CROSBY RAVENSWORTH PARISH COUNCIL – WORKING FOR THE COMMUNITY**

**At Crosby Ravensworth Village Hall, 7:30pm.**

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

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- Present Councillors: Cllr D Graham (Chairman), Cllr J Raine (Vice Chairman), Cllr D Hewitt, Cllr A Robinson, Cllr A Beatham, Cllr M Archer, Mr C Barnes (Clerk).
- Cllr N Hughes (CCC)  
2 members of the public were present.
- Apols. Cllr V. Holroyd.
- 118/18 The **minutes** of the meeting held on the 3 December 2018 were approved as a true record.  
A matter had arisen in connection with Sandbags/Sand. It was agreed to go forward as agreed with a delivery to the Village Hall. JR.
- 119/18 **Declarations of Pecuniary Interest.** All (Dispensation Granted 21 May 2018) Cllr Hewitt (126/18 Commons/Grazing) 05/018  
DH
- 120/18 **Public Participation.**  
A member of the public spoke in connection with the idea of tree planting. He requested that the parish council think in terms of thousands rather than hundreds of trees and he offered to put himself forward as a member coordinator for a parish wide project coordinating private and public landowners external fundraising agencies and others including the Woodland Trust the Yorkshire Dales National Park Authority. He attached particular importance to the planting of replacement stands of trees on open land. The proposal was well received and it was resolved to make this issue the focus of the next Electors' meeting. Clerk
- It was noted that a former chairman of the parish council had single-handedly planted over 120 trees in the parish.
- Cllr. Hughes mentioned the initiative to identify road signs of value for refurbishment (historic cast iron road signs) It was agreed that Cllr Hughes would circulate a list on which these signs could be identified. Cllrs were asked to respond to him directly.
- Cllr Hughes was seeking feedback on the Universal Service Obligation in respect of high-speed broadband Cllrs were asked to respond to him directly.

121/18

**Old Police Station Update**

The position over the council's ability to sell the Old Police Station was clarified by the clerk.

It had been confirmed that there was no impediment to the council selling the Old Police Station arising from the conditions of its acquisition or from any covenant on it. However, the Council was constrained in respect of its duties and powers, it had a power to receive gifts and assets and it had a power to maintain them so any expenditure it made on the upkeep of the Old Police Station could be lawfully expended in line with financial regulations. The council had not declared 'a general power of competence' which would allow it to sell the Old Police Station. The Council was not in a position to declare a general power of competence because it did not have a 'Cilca' qualified clerk.

The Chairman circulated a budget paper focusing on the affordable refurbishment and reletting of the Old Police Station. He asked for Cllrs agreement to support this approach. His proposal was to refurbish the interior in the current year and then complete external works in the following year, Cllrs APPROVED £13,620 worth of expenditure ahead of reletting. Currently the parish council is down £500 a month on income due to loss of rent.

Specific Cllrs accepted responsibility as follows:

1. Chimney sweeping JR
2. Log burner DH
3. CO2 and fire alarms/external light DG
4. Repainting of exterior three quotes were required est £4,700 DG
5. New bathroom sink and toilet/shower room plumbing, kitchen sink and plumbing repair DG
6. Plaster repairs DG
7. General slating check including a quotation for the outbuilding MA
8. Carpet and Kitchen lino renewal (Capsticks Appleby) DG
9. Kitchen DG

The Chairman had met with YDNPA planners and there were no planning restrictions on roof light replacement, exterior painting or pointing. MA had suggested investing heavily in changing floor plan and adding two bedrooms/en suites but it was agreed that this was an unnecessary expense. There were limited funds with a maximum of £25k including cash in hand available.

122/18

**Budget and Precept**

The clerks' analysis of budget requirements was reviewed and accepted. It was noted that to set a balanced budget the council would need to precept a minimum of £8,857.

After discussion of the requirements of the Old Police Station

refurbishment and the likely later expenditure on roofing as assessed by MA/DH., it was agreed to set a precept at £12,440 accounting for CTRS of £60 to create some surplus which could be carried forward to the funding of external works on the premises in due course. (1<sup>st</sup> JR/2<sup>nd</sup> MA unanimous)

It was agreed to submit a brief paragraph to the Lyvennet Link and for posting in the news and announcements sections of the council's website explaining to parishioners why the precept had been increased.

With a precept requirement of £12,500 reduced by Council Tax Reduction scheme of £60 to £12,440 against a council tax base of 230.19 a Band D precept in 2019/20 would be £54.30 against £40.71 in 2018/19 over the course of the whole year. This amounted to weekly increase of 26 pence and an annual increase of £13.59 over the previous year.

123/18

**Old Police Station Open Day 20 January 2019**

It was agreed that Cllrs Archer and Robinson would leaflet houses in Maulds Meaburn and that the Clerk would supply fliers for the purpose and post it on the parish notice boards and elsewhere including online as required. Cllr. Raine would laminate a few and post them in prominent places. It was agreed that Cllrs would be present at the Old Police Station during the open day as follows:

Joan Raine 11.00 to 12.30  
David Hewitt 12.30 to 14.00  
Alison Robinson 14.00 to 15.00  
David Graham 15.00 to 16:00

Gordon Bowness has prepared a brief history of the Police Station for display and would install this the day before.

Cllr. Beatham agreed to deliver some logs to the Old Police Station and light the wood burners the previous day so that it was warmed up for visitors.

124/18

**Planning (YDNP)**

E/03/31. The Sun Hotel/Sun House, Crosby Ravensworth  
Full planning permission to render and paint south west elevation of property. The proposal to render and paint the south west facing gable wall of the Sun Inn was discussed at length. It was agreed that it would have a significant effect on the appearance of the village and the character of the built environment. However, it was noted that the residents had taken many steps to try to cure the problem of inward penetrating damp. It was noted that all this work has been carried out to the very highest standard and it was understood that this proposal was something of a last resort. It was agreed that it was not appropriate in the current day and age to require people to live in damp housing for the sake of townscape appearance and it was noted that south west facing gable walls throughout the village were



rendered, painted and maintained and that water ingress from driving rain carried with the prevailing wind was a circumstance which needed to be addressed. The Application was supported 4:2 (1<sup>st</sup> JR, 2<sup>nd</sup> MA).

125/18 **Trees**

The clerk had been unable to confirm the appointment of North West Arb to inspect trees, a number of calls had been made and a reply was expected.

There was discussion of the proposals made at a previous PC meeting to plant trees on land owned by the Parish. The proposal made during public participation to raise the level of ambition in terms of the volume of trees planted had been very well received and it was agreed that the May electors' meeting would be an ideal opportunity to bring this forward for debate in the village and action.

It was known that the Yorkshire Dales National Park Authority had received substantial HLF funding and that they were sympathetic through the ranger of service to the work being carried out currently by The Woodland Trust with which a local resident was already closely involved. It was AGREED in principle to try and embrace a larger Project in partnership with local landowners and external funders in addition to that under discussion on Parish Land.

126/18 **Commons/Graziers**

It being 9:30 Cllrs agreed to extend the meeting to complete the agenda.

Cllr Hewitt left the room for discussion of this item having declared a pecuniary interest. The Chairman of the Commoners/Graziers was present.

The situation regarding the commoners and graziers was explained as follows: The existing agreement had expired in September 2018. The Chairman had signed an extension to this agreement until September 2019 to allow a new scheme to be brought forward by the graziers. Cllrs had been circulated with this correspondence.

For 2020 a new agreement would need to be negotiated and approved by Natural England/Secretary of State. Graziers have to make proposals which will then be moderated by these authorities

The landowners concerned were Lowther and Crosby Ravensworth Parish Council whose ownership involves Bank Moor only (344 acres). Lowther had had involvement with the last scheme regarding a pheasant shoot but had pulled out for unknown reasons. It was stated they received no income from the scheme.

It was said that there was no signed agreement in place for the current scheme regarding the landowners' consent. The chairman noted that he had been unaware of this when he had signed the extension

agreement and had he been aware would not have done so.

The chairman felt that it would be appropriate to discuss the scheme with the other landowners and to look at whether or not the parish council could receive any funding in respect of its ownership of the land in view of the substantial sums remitted to the graziers on the basis of its consent.

It was agreed that the chairman should have full involvement and knowledge of the scheme to be implemented from 2020 onwards and that final approval for the utilisation of parish land should be agreed by the PC.

127/18

**Finance**

The 3rd Quarter, Budget Monitor, Bank Reconciliation (with a closing balance of £25,886.02), Schedule of Payments and Receipts were approved.

It was noted that the former tenant of the Old Police Station had not cancelled her standing order and had over paid rent which had been reimbursed (72)

Barclays Bank had not responded to an instruction (letter dated 15 December 2018) to close the bank account and it was agreed that two signatories would attend the bank to follow this up.

Transfers, Payments and Receipts were approved as follows:

**INTERNAL TRANSFERS**

51, 12/11/2018, 15/10/2018, Transfer to Cumberland, 100052, Barclays, £10, 000.00

58, 13/11/2018, 13/11/2018, Transfer from Barclays, CR, Cumberland, £10, 000.00,

**TRANSACTIONS**

46, 01/10/2018, 01/10/2018, Old Police Station Month 7, CR, Barclays, £420.66,

47, 19/10/2018, 30/10/2018, Wages Month 7, 100051, Barclays, £429.37

48, 19/10/2018, 24/10/2018, Sale of Wood, CR, Barclays, £20.00,

49, 31/10/2018, 31/10/2018, Heatons Office, DD, Barclays, £1.60

50, 01/11/2018, 01/11/2018, Old Police Station Month 8 error, CR, Barclays, £420.66,

52, 12/11/2018, 29/11/2018, Grant, First Responders, 000001, Cumberland, £400.00

53, 12/11/2018, 29/11/2019, Dredging Maud Syke, 000002, Cumberland, £210.00

54, 12/11/2018, 10/12/2018, British Legion, 000003, Cumberland, £18.50

55, 12/11/2018, 11/12/2018, Chairman's Expenses MMVG, 000004, Cumberland, £75.00

56, 12/11/2018, 30/11/2018, NFU Mutual, 000005, Cumberland, £907.71

57, 12/11/2018, 29/11/2018, Archive, Water +, 000006, Cumberland, £9.28

59, 13/11/2018, Grant, Fellrunner Bus, 000007, Cumberland, £107.40