

## 10 January 2022 – Ordinary Meeting of Crosby Ravensworth Parish Council

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

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

Clerk to the Council: C Barnes - Resigned

Minute Taker: Cllr D Ridgway – since resigned. Completed by Cllr Holroyd  
Cumbria, CA10 3HY. Communication to: [clerk@crosbyravensworthparish.org.uk](mailto:clerk@crosbyravensworthparish.org.uk).

At Crosby Ravensworth Village Hall starting at 7:30pm

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Councillors: Present. Cllr D Hewitt (Chairman), Cllr J Raine (Vice Chairman), Cllr V Holroyd, Cllr A Beatham, Cllr R McIvor. Cllr D Ridgway (minutes)  
L Tremble (Monitoring Officer EDC)  
Members of the public present: 4  
Members of the public joined by J Raine after Item 6

#### 128/21 **Welcome Apologies & Declaration of Interest**

Apologies received from Cllr D McCall

Declaration of interest - Cllr Raine – item 6 on Agenda (133/21)

Due to the length of the agenda it is proposed items 16,24,25 be moved to the next meeting – AGREED

Item 28 – Eden District Council Monitoring Officer has advised that this item should be dealt with as a Code of Conduct matter therefore it will not be dealt with in this meeting

#### 129/21 **Public Participation**

1. A member of the public had been unable to find the minutes of the meeting on 1.11.21. He was advised where they could be found
2. A member of the public queried the content of the 6.12.21 PC minutes. 107/21 Minutes state: Cllr Raine responded stating that she was elected with a substantial vote. It was queried when the last election was held for the parish council. There had not been an election since at least 2015. Cllr Raine's statement regarding a substantial vote was therefore challenged. Cllr Raine responded that she had been referring to the County Council vote and this could have been made clearer. Cllr Raine's had stated that she had been to the Chairman's door 6 times and he had laughed in her face. The member of the public said this was not true and Cllr Raine did not dispute this.

#### 130/21 **Minutes**

The Chairman was authorized to sign the minutes with the following amendments:-

Remove "absent" for Cllr RM

106/21DR assisting DH with complaint.

Chairman's signature and date

**131/21 Chairman's Announcement**

1. The official end of the clerk/RFO's employment is 15<sup>th</sup> January 2022.
  2. The clerk has completed his contracted hours prior to this meeting.
  3. PC address to be changed to "The Archive, CR CA10 3HY". AB will collect post and deliver to DH. DH will collect and distribute clerk's emails.
- AGREED

**132/21 Clerk and RFO**

DM will assist the Chairman in the recruitment process. AGREED

**133/21 Code of Conduct Complaint, Notification & Decision Letter**

**The Clerk's Complaint under the Code of Conduct against Cllr Raine**

LT (EDC Monitoring Officer) stated that it was not the remit of the PC to discuss or debate the complaint, only the findings. These were read out.

EDC had upheld the following breaches of their Code of Conduct:-

1. "You must treat others with respect and promote equality by not discriminating unlawfully against any person, and by treating people with respect, regardless of their sex, race, age, religion, gender, sexual orientation or disability. You should respect the impartiality and integrity of the Council's statutory officers and its other employees."
2. "You must promote and support the high standards of conduct when serving in your office."
3. "Leadership. Holders of public office should promote and support these principles by leadership and by example and should act in a way that secures and preserves public confidence."

EDC Panel instructed the following actions:-

Cllr Raine be asked to consider how her conduct has affected the clerk and to make an unreserved apology.

The Independent person and Monitoring Officer met Cllr Raine on 6.1.22 to discuss and reiterate the findings of the Panel - her conduct at meetings and the effects of her interaction with fellow councillors and members of the public and the actions which could be taken to improve her behaviour in this regard.

They reiterated the importance of keeping separate the role of parish councillor from what might be perceived to be personal and emotive issues.

Cllr Raine accepted the findings of the EDC Panel. She stated that she had completed the recommended actions. It was disputed that she had given an apology to the clerk. Cllr Raine then resigned her position on the PC, stating she will submit a written resignation letter. She said she would attend future PC meetings as a member of the public and in her role as an EDC councillor. The Chairman confirmed she could continue to monitor the village shelter and conduct litter picking days, whilst not a CRPC councillor. The Chairman accepted her resignation and thanked her for her years of service on the council. Cllr Raine left the table to sit with the members of the public.

**134/21 Parish Council Response to Breach of Code of Conduct (Standing Order 14d)**

As Cllr Raine had resigned, this item was stood down

**135/21 Vote of No Confidence in Cllr Raine**

As Cllr Raine had resigned, this item was stood down

**136/21 Planning**

In the absence of a clerk, the council delegated VH to respond to the planning authorities. Planning items marked with an asterisk \* have been notified to the PC but are technical in nature, councillors decided that these items required noting but did not require a response.

**\*E/03/15F/LB Holesfoot, Brackenslack Lane, Maulds Meaburn, CA10 3HX.**

Listed building consent for works to include Barn: repair existing masonry walls including replacement of defective lintels, repair/replace existing ventilation slit glazing, alteration to the entrance porch canopy, cut back slate tiles and replace existing Georgian wired glazed canopy, replace existing roof lights with new conservation style roof lights; Lower "stage" area to the south side of the barn main function space: create new opening within the stone wall between the main function space and bar; Stables: remove asbestos roofing material and replace with new slate roof, repair existing masonry walls including replacement of defective lintels Holesfoot, Brackenslack Lane, Maulds Meaburn, CA10 3HX. No response from PC

**137/21 E/03/65B Flass, Maulds Meaburn, PENRITH, CA10 3HN.**

Householder planning permission for erection of detached garage. 6 councillors 3 support/ 3 objected. Chair used casting vote to object. All agreed site of garage was suitable. 50% objected to modern materials proposed for construction as sited to a Grade 2 listed building. Materials should match the property. 50% approved of proposed materials  
Response OBJECT

**138/21 E/03/71 Nurses Cottage, Crosby Ravensworth, Penrith, CA10 3JP**

Householder planning permission for erection of single storey rear extension to provide additional living accommodation and pitched roof over existing attached garage. Councillors support this application turning 2 bedroomed property into 3 bedrooms accommodation. Plans in line with similar extensions in the Parish. 6 councillors. SUPPORT Unanimous.

**139/21 \*E/03/69A/LB Gilts, Crosby Ravensworth, Penrith, Cumbria, CA10 3JR**

Listed building consent to replace the roof and repair works to the chimney stacks  
No response from PC

**140/21 Letting of Village Greens**

DH was authorized to advertise the letting of the Village Greens on the same terms as previous year. Deadline of 1 March 2022 for decision at the council's meeting on the 7th March.

**141/21 Trees MMV**

DH to procure estimated for the felling of the Dead Sycamore (T16) on MMVG and dying Ash Tree (T15) to the rear of the Allotment prior to the commencement of the nesting season. To note that as costs are expected to exceed £2,000 three quotes may be required.

- 142/21 Correspondence received regarding MMVG.** (Email Fwd. 04/01/2022)  
**Mole Hills:** DH will raise issue with the tenant  
**Commemorative Seats:** Seats were renovated in 2019 - sanded down, but lichen now growing on them. See minutes 18.8.2019. VH to ask volunteers if they will do them again.  
**Commemorative Tree** Willow dead: ask Tree Group to replace  
Suggestion to have a lasting commemoration as opposed to trees in the future  
**Riverside Willows:** PC approved the proposals from YDNP in August. YDNP checked, but they couldn't do this because of the crayfish. They have done some work successfully – but the willow over the river is still in situ.  
RM to liaise with YDNP and the Environment Agency.  
**Tree Plantings:** to be reviewed in May after the AGM.
- 143/21 Inspection of Swings.** Item moved to the next meeting
- 144/21 Finance** Approved the 3rd Qtr Bank Reconciliation and Transactions. (attached)  
Unanimous
- 145/21 Finance** Approve the 3rd Qtr Budget Monitor. (attached)  
Approved: Majority Carried (1abstained)
- 146/21 Finance** Approved the allocation schedule of expenditure proposed against unallocated reserves at 31 March 2021. Delegated responsibility for purchase of a computer and scanner – must be able to scan 20 multiple pages. DR
- 147/21 Finance** Approved the draft Budget for 2022 2023. (attached). Unanimous
- 148/21 Finance** Approved the Precept Requirement for 2022 2023. Unanimous
- 149/21 Finance** Reviewed necessary changes to the Bank Mandates required as a result of the resignation of the clerk as follows:
1. Current Account
  2. General Reserve Account
  3. Police House Reserve Account
  4. Maulds Meaburn Recreation Ground Trust Account
  5. Review the mandate changes in respect of the yet to be opened Play Area Reserve Account.
- There are 3 signatories Cllrs VH, DH, RM on the bank accounts. The council voted to approve change of the Mandates to remove the clerk. Action delegated to VH  
Playgroup account will be held by the PC and audit trail created for deposits to ensure financial governance.
- 150/21 Assets**
1. Approved the Draft Asset Valuation Policy (attached).
  2. Approve Asset Register for 2022 2023 (attached).
  3. Noted the revaluation of the 'proxy value' at £27,603 for use in the Annual Governance and Accountability Return (AGAR Box 9) & the need to restate the 2020 21 figure on the 2021 2022 return)
  4. Noted the insurance requirement of £1,075,797.28 + Bpi (Business Process Improvement) for the council's Assets from the 1st June 2022.
- AGREED - Unanimous

Chairman's signature and date

- 151/21 Governance Review** To review the timescales for the completion of the governance review, prioritise and allocate responsibilities accordingly. (Item 24). To respond to the policies/documents circulated to Councillors by Cllr Ridgway 4/1/2021.  
Moved to the next meeting
- 152/21 Graziers Meeting** A verbal report from the Chairman regarding the meeting of the Commoners on the 8th November.  
Moved to the next meeting
- 153/21 Exclusion of Press and Public**  
Voted to exclude press and public (considering exceptions) by a resolution of the council on the grounds that publicity would prejudice the public interest by reason of the confidential nature of the business in respect of the following agenda item.  
With the exception of LT Monitoring Officer, SH Legal Advisor