

LITTLE CLIFTON PARISH COUNCIL

Minutes of the Parish Council meeting held in Bridgefoot Village Hall on Wednesday 10th May 2023 at 7.10pm

Present: Councillors Ian Elliott, Jean McCartney, Ken Stephenson, Fliss Watts, Fiona Heslam, Ed Heslam and Roland Bell. Cumberland Councillor Andrew Semple and Judith Morgan, Parish Clerk, were also in attendance.

Apologies were received from Cllr Carol Wilson, due to work commitments.

5/23 Declarations of Interest.

There were none.

6/23 Approval of Minutes

On the proposal of Cllr J McCartney, seconded by Cllr R Bell, the minutes of the meeting held on 12th April 2023 were approved and signed as a correct record.

7/23 Matters Arising from the Minutes

- i. Further to Minute 101/22 information had been obtained from Donna Holliday, Clerk to Brigham Parish Council, about speed warning signs/cameras. Brigham had recently purchased one of these at a cost of £2,500 after a process had been followed to permit the council to site such a sign.
Cllr E Heslam suggested the speed limit through the village should be lowered to 20mph and the Parish Council should campaign for this reduction. It was agreed that the issue be included in the June edition of the Village News and the village Whats App Group and should also be an Agenda item for the next meeting.
Cumberland Cllr A Semple read out an email which he had sent to Lizzy Shaw at Cumberland Council, in which he had addressed every issue previously raised with him. It was noted that Planning Applications relating to Tendley Quarries had been dealt with in the past by Kendal Planning Dept which had responsibility for minerals.
- ii. Further to Minute 111/22 i Cllr J McCartney agreed to arrange for flowers and a sympathy card to be sent to former councillor Lyn Philipson whose husband had died recently.
- iii. Further to Minute 111/22 iii The Clerk was hopeful that positive news could be reported re grant applications at the next meeting. On the proposal of Cllr F Heslam, seconded by Cllr R Bell, it was agreed that £5,000 be allocated from Parish Council reserves to kick start the process.
- iv. Further to Minute 111/22 vii it was agreed that the Clerk should order one two-seater perching bench for the bus shelter, costing £102 + VAT. The handyman will be asked to affix it to the shelter.
- v. Further to Minute 113/22 i, Cumberland Cllr A Semple confirmed that he is discussing the X4 and X5 buses with Hayley Bishop, Community Development Officer
- vi. Further to Minute 113/22 iv the fencing on the Village green had been repaired. It was noted that Tivoli will continue to cut the grass on the Village Green as in previous years.
- vii. Further to Minute 113/22 iv the streetlight had been repaired.
- viii. Further to Minute 114/22 iii and vi, Cllr J McCartney had arranged for both the electrical and gas inspections to be carried out and these had both been completed. The smoke detector had been replaced and the electrics sorted.

8/23 Allotments

Cllr K Stephenson reported that everything was going OK on the allotments.

9/23 Parish Maintenance

Cllr J McCartney raised concerns about the state of the small drains on the footpath at Scots Croft. Cumberland Cllr A Semple agreed to refer the matter to the appropriate agency.

10/23 Village Green

Already discussed under Matters Arising point vi.

11/23 Village Hall

- i. Book money of £1.50 was counted.
- ii. A bill of £6 for the new floor mop was presented.
- iii. £30 had been received from Mr P Bratley for hall hire.
- iv. Information on the Moresby By-pass was received.
- v. An account from Jason for £73.73 for work to the electrics was presented.
- vi. The Handyman is to be asked to put the spare festoon lights in the roof space.
- vii. Cllrs E and F Heslam offered to move the chairs from the stage to the cupboard.
- viii. Cllr E and F Heslam volunteered to help with the monthly defibrillator checks.
- ix. The Clerk agreed to look for a telephone number of someone who will remove the old fridge free of charge.

12/23 Village News

- a) It was agreed that the following be included in the June issue:
 - i. Possible Speed Limit Reduction to 20mph
 - ii. Request for a volunteer to tend the flower beds.
 - iii. One casual vacancy on the Parish Council
 - iv. Report on the Solar Made Easy event.
 - v. Advertise the 'My Cumberland' app.

At this point there was a discussion about the CAT application relating to land adjacent to Scots Croft and what it might be used for. Cumberland Cllr A Semple agreed to investigate how far the application had progressed.

- b) Responses to proposed War Memorial for the Village
Five responses had been received and these were circulated prior to the meeting. The Chairman suggested that United Utilities could be approached with a request that they gift the small area of land in front of the waterworks to the Parish Council. This would enable the area to be tidied up and have some memorial planting beside the river. It was agreed that 'Village War Memorial' should be an Agenda item for the next meeting.

13/23 BLECH

Thirty-eight people had attended the recent Solar Made Easy event and seventeen people had requested questionnaires. It was felt that it had been a good meeting.

Cllr F Watts agreed to obtain further information from CAFS about the thermal imaging cameras they have purchased recently.

The group intends to arrange something about biodiversity .for the Big Green Week in late June.

14/23 Review of Policy Documents

The following documents were reviewed and, on the proposal of Cllr K Stephenson, seconded by Cllr E Heslam, were adopted. The next review date will be May 2024.

- i. GDPR Privacy Notice
- ii. Retention of Documents Policy
- iii. Data Protection Policy
- iv. Working Groups' Terms of Reference
- v. Working Group Protocols
- vi. Health and Safety Policy
- vii. Children's Safeguarding Policy
- viii. Code of Conduct

15/23 Planning Matters

Nothing new this month

16/23 Chairman's Announcements

Nothing further this month.

17/23 Clerk's Report

All to be covered under Financial Matters

18/23 Financial Matters

a) Accounts for payment

The following were approved:

Susan Harrison for Website	£300.00
HMRC (PAYE)	£ 86.00
Rev J Morgan, salary and expenses	£390.49
M Carruthers (for fence repair at V Green)	£605.00
R Bell, grasscutting	£200.00

b) Presentation of Annual Accounts

The clerk presented the accounts for the year ended 31st March 2023, which had already been inspected by the internal auditor, Mrs G L Rudd. The Chairman and Clerk signed the cash book and the relevant sections of the AGAR forms which will be sent to the External Auditor.

c) Financial Risk Assessment Document

The council considered the Financial Risk Assessment policy document for the current year (2023 – 2024), which had already been examined by the internal auditor. It was agreed that the document be adopted.

d) Annual Review of Clerk's Salary

The Clerk left the meeting whilst this item was discussed.

On the proposal of Cllr R Bell, seconded by Cllr K Stephenson, it was agreed that the clerk be paid at LCP point 17 from 1st April 2023.

19/23 Items for next meeting

- i. Proposal for a reduction in the speed limit through the village
- ii. Proposals for a permanent war memorial for the village
- iii. Response to Highways England's decision not to install a new roundabout on the A66 at Brigham.

The date of the next meeting was agreed as Wednesday 14th June 2023 at 7.00pm

The meeting closed at 9.03pm

Signed _____ Chairman

_____ Date