

## SEDGWICK PARISH COUNCIL

### Minutes of the Annual Meeting held on Wednesday 07 September 2016 Venue relocated to the Millennium Field at 7:30pm

**Present:** Cllrs B Holmes (Chairperson), D Willacy, G Willacy J Oscroft, J Stoker, Mrs S Roberts (Parish Clerk), District, Cllr S Eccles, County Cllr Gray and no members of the public.

#### 58/16 Apologies

It was resolved for apologies with reasons given to be noted from Cllr R Gill and PCSO Boaks.

#### 59/16 Minutes

It was resolved for the Chairperson to sign the minutes of the meeting held on 13 July 2016 as a true record.

#### 60/16 Declarations of Interest / Dispensation Requests: None

#### 61/16 Public Participation

Police Report: In Sedgwick Area: two crimes were reported as follows: -  
11/08 a domestic incident and 30/08 minor damage to RTC car VW.

District Cllr S Eccles - Nothing to report for this month

County Cllr B Gray – County Council Election due next year, issues dealing with at present are; - Health Watch, Scrutiny on Autism Provision, updating Youth Offending Strategy and next year's budget will start October to February.

Members of the Village – No one present

#### 62/16 Planning

Application TR/2016/0107 – Sedgwick House – tree crown reduction  
Councillors had no objection to this application.

#### 63/16 Flood Action

**SLDC Communication:** Chairperson has emailed Mr Hosking who was on annual leave and has not replied as yet to Chairperson. She will send a further email shortly to arrange the meeting as had previously been agreed.

#### 64/16 Highways/Footpaths

- **Road Repairs:** Councillors agreed that the repair to the verge on nanny pie lane/ force bridge was not adequate so this would have resubmitted along with two pot holes reported along this stretch. Also two signs need replacing on both sides of the aqueduct bridge (low bridge).

#### 65/16 Cyclist Issues:

Cllr G Stoker reported at present there are no issues

#### 66/16 Playground /Millennium Field

- The monthly playground inspection report had been completed by Cllr G Willacy in August with nothing to report.
- RoSPA Play Safety Inspection Report received & emailed to Councillors. Issues found were:
  - 1) Positioning of adult equipment “within the children’s play area” causing risk of children using the adult gym equipment; it was discussed that the areas were separate but it was agreed to monitor the situation and place signs indicating height restrictions on equipment usage. Chairperson to contact the Company who installed the gym equipment to gain advice about this situation including any height limits.
  - 2) Cracks in the frame on swing etc, Councillors agreed these had always been there and it was agreed to monitor this monthly in the inspection.
  - 3) Low risk wear on the slide, again monitor this monthly.
  - 4) Swing seat- corrosion on the seat, agreed to replace with a new seat.
  - 5) Floor covering under the swing, agreed to be repaired as soon as possible

- The two small football nets are installed and used regularly; basketball net is at present being installed. These to be added to the asset register and insurance policy
- Council which to note a thank you to Cllr D Willacy & Cllr J Stoker for their work in installing the new equipment on the Millennium Field

#### **67/16 Canal**

- 1) Cllr D Willacy reported that Mr Park commenced work on the canal bed in August and part one of the felling planned for Phase 1 of the Canal Management Plan is now complete, The first of the staged payment has been made. However the felled wood is still to be removed through Gypsy Hill field following Mr Park liaising with Mr Simpson (landowner). Cllr D Willacy will report and update Councillors next meeting. There has been a quantity of wood removed without permission and signs have been erected to deter this.
- 2) Council had received correspondence from a village resident complaining about the work being carried out on the canal. Further advice had been taken from Alistair Hearn and Council met to discuss this matter. Mr Hearn advised that the project was entirely consistent with sound woodland habitat management and had been subject to a rigorous external process involving scrutiny by the Forestry Commission". It was agreed to complete Phase 1 and the Clerk was asked to reply to the resident explaining this decision. Council also discussed the need for a fence to separate the towpath and the dry canal bed and concluded that it was unnecessary as they are not installed along watered sections which present a greater potential risk. All other feedback from residents about the work has been positive.
- 3) A letter of congratulations on the Canal work has been received from Frank Sanderson: Friends of Lancaster Canal, this will be displayed in the noticeboard.
- 4) Funding: further funding could be sought to pay for the remainder work required to complete the Canal Project, This will be discussed at the next meeting.
- 5) LCRP Project Manager (Helen Moriarty) has contacted the Council to report on her new role involved with the Canal. There is an invitation to Council & Sedgwick Residents for the forthcoming Towpath Trail Roadshow at Sedgwick Village Hall Thursday 6<sup>th</sup> October between 4 – 6 30pm

#### **67/16 Sedgwick Village Hall**

- BT maybe installing broadband in the Village Hall on 22<sup>nd</sup> September, at present Clerk reported BT has issues and it may not go to plan, will update Council at the next meeting.

#### **68/16 Transparency Funding**

Clerk reported new guidelines have been received, although funding is available it will not cover all area as it previously did. It was agreed for Clerk to apply and update at the next meeting.

#### **69/16 Sedgwick No Calling Zone:**

The launch of the NCCZ has been successfully completed, Councillors had received excellent information and advice by Trading Standards Officers. The scheme will be reviewed in six months' time.

**70/16 Parish Clerk Review:** Councillors reviewed the performance of the clerk over the past 12 months (her first in office) and she was congratulated on the quality of her contribution to council. It was unanimously agreed to increase her pay scale from scale 26 to 27. An amended contract was agreed and signed by Chairperson and Clerk.

#### **71/16 Finance**

- a) It was noted the bank statement as of 30<sup>th</sup> August was £19,980.62
- b) Receipt: SLDC Match fund for the Canal Project £ 2,674.04
- c) The Chair had received a letter from the chair of Levens Parish requesting we pay half of the costs of a training session attended by the clerk when she was clerk of both parishes. Although it was deemed that Levens should have discussed this with us before now and that it was a rather presumptive letter, payment was agreed. Chair to reply to Levens Council.
- d) Payments submitted this month and approved to pay are: J Park Tree Services- Canal Project £1200.00, Clerk underpayment of salary £761.75, BDO- Accounts Audit £120.00, Printing Plus- Newsletters £115.42, Playsafe Ltd- Play Area Report £105.00, Calc – finance training £14.75 and Playdale- replacement swing £147.42.

**72/16 Correspondence**

**Letter: Draft recommendation of Electoral review of South Lakeland District Council**

It was agreed if any Councillors wished to comment on this they would complete the form on the link provided in the document

**LAP Meeting 12 October at Arnside EI**

This was noted, District Cllr Eccles would attend and report at the next meeting

**DMU Councillors Commission:**

Chairperson volunteered to take part in this project and would report back at the next meeting

**Zurich Insurance:**

Letter acknowledge and noted that a future increase would be necessary

**Tim Farron MP Autumn Advise Surgeries:**

It was agreed to display this notice in the cabinet and it was noted that Mr Farron would be available to Parish Council if they required his services.

**SLDC Parish Remuneration Panel:** Clerk to email Councillors this information

**Invitation to Age Concern AGM Friday 16<sup>th</sup> September:** Information emailed to Councillors

**73/16 Items for consideration for a future agenda**

- Canal – Update on Phase 1 and consideration of funding for Phase 2 of the Canal Management Plan
- PCSO Report
- Transparency Funding
- Cyclist Update
- Village Hall update
- Councillors to consider issues that could have funding raised for in the Parish

**74/16 Date of next meeting**

It was confirmed the dates of the next meeting Wednesday 12<sup>th</sup> October which will commence at 7.30pm and will be held in the Sedgwick Village Hall.

*The meeting closed at 8 :45 pm*

Signed : ..... (Chairman)

Date : 12 October 2016