

## SEDGWICK PARISH COUNCIL

### Minutes of the Meeting held on Wednesday 11 October 2017 at 7:30pm Venue: Sedgwick Village Hall

**Present:** Cllr B Holmes (Chairperson), Cllr R Gill, Cllr D Willacy, Cllr G Stoker, Mrs S Roberts (Parish Clerk), District Cllr Eccles, County Cllr Gray and two members of the public.

#### 58/17 Apologies

It was resolved for apologies, with reasons given, to be noted from PCSO Boaks and Cllr J Oscroft.

#### 59/17 Minutes

It was resolved for the Chairperson to sign the minutes of the meeting held on 13 September 2017 as a true record.

#### 60/17 Resignation of Cllr Goodland

- Council accepted a letter in which Cllr Goodland resigned his position on the Council. He was thanked for his work and was presented with a thank you card. Mr Goodland has offered to continue to liaise with the council in his capacity as Chairman of the Village Hall and this offer was gratefully accepted. The letter also included an offer of willingness on behalf of Ann Allwright and himself to keep the website maintained until successors could be found. The Chairperson expressed regret to be losing Ann's input and proposed a vote of thanks for her wonderful work on the website. She presented Ann with a bouquet of flowers. The Chairperson and the Clerk are willing to succeed John and Ann in managing the website. It was agreed for them to work with John and Ann during a transition period and to meet to handover security access passwords etc. The website was discussed further under section 63/17
- Electoral Services has notified Council of the resulting casual vacancy and have advised that the post can be filled by Co-option of a Parish Councillor. The Vacancy will be displayed on the noticeboard.
- Councillor's roles & responsibilities were updated; it was agreed that Mr. J Goodland would email the Village Hall report to the Clerk (but also be very welcome to present it in person at monthly meetings) and Cllr Holmes would take over the duties as Website Liaison.

#### 61/17 Declarations of Interest / Dispensation Requests: None raised

#### 62/17 Public Participation:

A resident reported the poor condition of a seat previously installed by the Parish Council. Councillors Willacy and Stoker agreed to inspect the seat which is located on privately owned land and report back at the next meeting. Also, it was reported that there had been standing water on Back Lane around the area of the recently improved soakaway. It was agreed for Cllr Willacy to inspect it and if it had not receded, it would be reported to highways immediately.

**Police Report:** 42 incidents have been reported in the wider area with 11 being recorded crimes; the report will be displayed on the Noticeboard and website.

**District Cllr S Eccles** – Cllr Eccles reported she had completed the paperwork for the £300 funding and it would be released shortly.

**County Cllr B Gray** – Cllr Gray reported it was the time of year to discuss the budget. She was dismayed at the news of how Highways Department had repaired only half of Hill Close.

#### 63/17 Website:

Ann provided a comprehensive report on the status of the Parish website and suggested further improvements. A copy was handed to the Clerk. It was agreed that Ann & John would work with Chairperson and the Clerk to progress these issues.

Chairperson reported that there is a significant increase in statutory expectations related to the Transparency of Parish Websites. This would mean significant increases in the amount a Parish Website would need to contain in order to be compliant and therefore legal. Perhaps the current system would struggle technically. The Clerk reported that Transparency funding is available to help parishes meet these demands. It was agreed for Chairperson and Clerk to investigate possibilities, apply for a grant and report back at the next meeting. Any important information prior to that meeting will be shared with Councillors by email.

#### 64/17 Sedgwick Village Hall

- **Report by Chairman:** The Village Hall has not met since our last meeting but Mr Goodland thought it unlikely that any members of the Committee will be willing to become the named person for the Village Hall Broadband contract. The boiler has had several break downs so it will probably be replaced in the near future.
- **Broadband Update:** It was agreed by council to terminate BT's contract and commence a new contact with First Utility at the lower cost of £18.99 per month. Councillors agreed unanimously to pay by direct debit which will be set up from Parish Councils Current Account in accordance with the bank's recommendation. This would mean that the Parish Council could manage the account without extra input from the Village Hall Committee.
- **The hire form agreement:** was completed and returned to J Goodland, with payment.

**65/17 Planning:** Application was submitted SL/2017/0844, Location 3 Hill Close Sedgwick – single storey rear extension, first floor front and rear also canopy over front entrance. Council had no objection to this application.

#### 66/17 Highways/Footpaths

##### 1. Highways Report;

Cllr Stoker updated Council on the progress of all faults reported (see below) Half the pavements on Hill Close have been repaired; the other half is programmed for April 2018. Temporary repairs have been made to the potholes at Carex farm and Wakefield Meadow, using the excess pavement tarmac, but they are already wearing. There is some confusion over several reported faults having been assessed as “no fault found” when quite clearly there are dangerous problems - especially potholes near the school. Clerk to query reference numbers.

LOCATION	Postcode	Fault	Reference	Logged*	Status
Along riverside from Force Bridge	LA80JU	Erosion of edge near bend Potholes/resurface	W171439589 W171447978	13/06/2017 21/09/217	Fault assessment <b>No problem Found</b>
Castle View Junction	LA80JL	Renew Road Markings	W171439590	13/06/2017	Fault assessment
Wakefield Meadow Junction	LA80JD	Renew Road Markings	W171439600	13/06/2017	Fault assessment
Carex Farm to Shyreakes	LA80JJ	Potholes/edges/resurface 2miles	W171439594	13/06/2017	Fault assessment
Castle View Pavements	LA80JL	Repair all pavements	W171439597	13/06/2017	Fault assessment
Hill Close Pavements	LA80JR	Repair all pavements	W171439592	13/06/2017	completion expected 4/18
Crosscrake Rd T J by school	LA80JJ	Various pot holes	W17147978	21/09/2017	<b>No problem found</b>
River side	LA80JU	Blocked drain	W171447979	21/06/2017	Cleared by United Utilities

Cllr Stoker asked County Cllr Gray if she would investigate the possibility of the Highways Inspectors contacting Cllr Stoker before the visit and he would accompany them, in order to resolve these issues.

As agreed at the last meeting the Chairperson had written to Cumbria Highways (Dominic Donnini) to outline our growing concern over highways issues. The email was acknowledged by a standard reply from [complaints@cumbria.gov.uk](mailto:complaints@cumbria.gov.uk) but so far, no action has followed. County Cllr Gray and Tim Farron were copied into the email and have both been very supportive.

2. Signage- Caution Children Playing: -Chairperson has had difficulties obtaining the agreed signage, hopefully this will be completed before the next meeting. Letters have been distributed to all residents on Hill Close and no one has raised any objection.
3. Information received by Highways Agency about a road closure on the A590 at Lindale was warmly received and has been displayed for residents.

#### 67/17 Playground /Millennium Field

1. Cllr Stoker has carried out the monthly check on the Millennium Field and received the annual safety report from Playdale. All faults noted were of low risk and none required immediate action. Cllrs Willacy and Stoker agreed to appraise and monitor each fault logged and report back at the next meeting.
2. The surface under the basketball hoop will be improved in spring 2018 along with the installation of a replacement bench donated by Cllr Stoker.

#### 68/17 Canal

1. Cllr Stoker had carried out the monthly inspection of the Canal Pathways and reported the paths were fit for purpose. The grass cutting had been completed satisfactorily and Cllr Stoker had cut grass along the path. It was suggested that better signage may be helpful to users and this will be considered in the next budget cycle. A request for a handrail to improve access on the aqueduct steps has been made to LCRP who have raised the issue with the Canals and River Trust.

2. The Chairperson reported that the anomalies with the boundaries registered with the Land Registry have been rectified. Council instructed Mr J Holmes to register the correct boundaries with Land Registry Office, with any charges being covered by Council.
3. The Chairperson reported that the Canal Management Plan has been forwarded to LCRP, explaining the importance of the Canal to Sedgwick Village. On 26<sup>th</sup> September, a LCRP Focus Group was held at Sedgwick Village Hall to promote the cycle path and involve residents in the plan. The Chairperson and several councillors attended this meeting along with residents of the Village. Helen Moriaty (Project Manager) has confirmed that they are not focussing on the Parish owned section "at present" because the Kendal to Natland section is the priority. However, their overall aim continues to be to provide a continuous Cycle/Foot Towpath Trail between Kendal and Lancaster. The focus group acknowledged resident concerns about extra traffic, parking congestion and difficulties in the shared use of paths and roads with cyclists.

**69/17 Community Emergency Plan**

Cllr Stoker had meet with Debbie Binch- Community Engagement Officer. She has fed back that the Parish Emergency Plan comprehensively covers all current disasters and has requested permission to use it as the recommended template for other groups in the area. All agreed that it was an honour to be asked and thanks where in order to Cllr Stoker.

**70/17 Finance**

- a) Annual Accounts update – all variances to the budget are as previously agreed. Expenditure still to come include grass cutting, clerk's salary, Hill Close sign, broadband costs and 2 newsletters. Despite having undertaken extra projects this year (e.g. Printer, software and Slide purchase and wetpour repairs) we still hope to finish the financial year without having used any of the long-term contingency. This assumes we receive a VAT refund in excess of £1000 and have no further expenses.
- b) The Budget 2018-9 will be finalized at the next meeting, well in time to set the precept in January. Proposals for next year's Parish Priorities need to be submitted by councillors now. Already suggested are improved canal path signs, a badminton net and basketball surface.
- c) Bank Reconciliation for end of September 17 was received and accepted.
- d) Current Account Bank Balance as of 30 September 2017 is £5,271.63
- e) Payments: Village Hall annual hire £197.00
- f) The Accounts Report from transactions agreed at the meeting Dated 13 September 2017 was agreed and signed

**71/17 Newsletter Winter:**

It was agreed to discuss and compile a newsletter before Christmas, details to be confirmed next month.

**72/17 Correspondence:**

1. Royal Air Force Centenary Celebrations, event received and noted.
2. Invitation to shape Cumbria's water & wastewater services: received and noted
3. Silver Line – support network for older residents – agreed to add poster to noticeboard and put in Newsletter.

**56/17 Items for consideration for a future agenda**

- Highways Communication
- Canal Path Inspection/Canal Land Registry update
- PCSO Report/Village Hall Report
- Budget 2018/9
- Health Safety Report Millennium Field
- Transparency Funding & Website

**57/17 Date of next meeting**

It was confirmed that the next Parish Meeting will be on Wednesday 8<sup>th</sup> November 2017 at 7.30pm and will be held in the Sedgwick Village Hall. The date of the Annual Parish Meeting was rescheduled for 21/3/18 to enable organisation at the monthly meeting on 14/3/18

*The meeting closed at 9 20 pm*

Signed: ..... (Chairperson)  
Date: 11<sup>th</sup> October 2017