

## SEDGWICK PARISH COUNCIL

### Minutes of the Council Meeting held on Wednesday 12<sup>th</sup> July 2023 at 7:00pm on The Canal Path by The Queen's Canopy Sign and 7.30pm at The Village Hall

**Present:** Cllr B Holmes (Chair), Cllr B Tanham (Vice), Cllr G Stoker, Cllr A Holmes, Cllr V Macconnell, Mrs Rachel Harrison (Parish Clerk), Westmorland & Furness Cllr D Rathbone; no members of the public attended.

**24/23** The meeting started at 7pm on The Canal by The Queen's Canopy Sign which was officially opened, Cllr B Holmes (Chair), Cllr B Tanham (Vice), Cllr G Stoker, Cllr V Macconnell, Mrs Rachel Harrison (Parish Clerk), Westmorland & Furness Cllr D Rathbone present along with Liz from the WI who was thanked for their help with the project.

**25/23 Apologies:** It was resolved for apologies with reasons given that were accepted by Sedgwick Parish Council, Cllr W Burrow- work commitments.

**26/23 Minutes:** It was resolved for the Chairperson to sign the minutes of the meeting held on 10<sup>th</sup> May 2023 as a true record.

**27/23 Declarations of Interest / Dispensation Requests:** Cllr B Tanham declared that as she is the owner of a part of the canal towpath, she can take part in discussion regarding the Canal but cannot vote on any decisions.

**28/23 Public Participation:** None

#### **29/23 Reports**

**Police Report:** The Council are receiving Police updates and a monthly community newsletter.

**Westmorland & Furness Council Cllr D Rathbone** was asked about the following items;

- the procedure for obtaining new signs needed for the village. This can be done through HIAMS.
- an update was given on the 20mph zone which now has its own process & we were advised highways aware and following up, it was noted that the Parish Council are hoping for this to be resolved ASAP.
- Nothing to add after recent correspondence from Ruth Leahy on the Canal Towpath Trail.
- Cllr Tanham requested information on the procedures with planning permissions submitted and Cllr Rathbone will send us more information to help with this along with advice given in the meeting.
- Advise that although timescales are not currently precise with the new Westmorland & Furness Council it is still expected to be Autumn for the Land Application Allocations.

**Village Hall Report** –The cancellation of the broadband contract was discussed which was terminated on 15<sup>th</sup> June 2023, we are now awaiting a final bill/refund. The modem was taken away by the Clerk for return to Shell Energy. Replacement of Defib Pads, £75.99 inc. Vat & Delivery. A cheque has been made and the Clerk will order. Information on the Defibrillator will also be included in the Summer Newsletter.

**30/23 Training Undertaken By Parish Clerk** – Rachel has received weekly training with Sylvia and will book on to the finance training for Spring 2024 when dates released by CALC.

#### **31/23 Planning Application submitted/received:**

- a) Planning Reference SL/2023/0370 Stainton was acknowledged as in the neighbouring parish with no objections.

#### **32/23 Highways/Footpaths**

- a) Monthly highways report received and update of dates of repairs by Cllr A Holmes where it was noted that Sedgwick Parish as a whole is good, however Cllr Holmes has taken pictures of the crumbling footpaths which will be reported.
- b) Bus Shelter – update from Cllr B Tanham: The Bus Shelter is now in place & everyone involved was thanked for their help. It has been well received & residents have commented on it being “better than expected” & “the kids love it”. A timetable will be requested again by the Clerk for the noticeboard. The neighbouring bench was discussed & Cllr Stoker will repair if possible. Cllr Tanham has cut the grass behind the shelter.
- c) The 20mph Zone. Information given by Cllr Rathbone on the procedure & progress as mentioned above.

- d) Renewal of Red Path under the aqueduct bridge, photos taken by Cllr Holmes and will be reported.
- e) Hill Close Road surface repairs were discussed, and Cllr Holmes will check the quality of the repairs.

### **33/23 Playground /Millennium Field**

- a) Monthly Safety Report- by Cllr Stoker reported that he carried out the monthly inspection early in the week and said the field has been well used especially with the family fun day. The rubbish bins emptied, and equipment checked over. One stepping stand broken and repairs will be undertaken.
- b) Vandalism to the goal posts was reported as irreparable, three quotes for two new goal posts were obtained and Net World Sports were authorised for the purchase, the Clerk will order ASAP.
- c) Grass Cutting Schedule, it was resolved to continue with cuts every 4 weeks.
- d) Equipment replacement – Fund Raising - Cllr Macconnell reported on the Family Fun Day on Sunday 9<sup>th</sup> July, which was held at the Village Hall and was thanked for her work on this. She needs more support: with fundraising events and is hoping to organise a Committee of people to do this moving forward. A meeting has been organised for 23<sup>rd</sup> August at 7.30 to arrange this committee/help. The £202.48 from the fun day was submitted to the Clerk for deposit.
- e) Annual ROSPA report- The Parish Clerk has arranged this for September.

### **34/23 Canal Wildlife Area Report**

- a) Monthly report by Cllr B Holmes. A full report available on the website and in the cabinet.
- b) Monitoring the use of the Canal Path – busy especially at weekends and it was noted cyclists are still seen on the path.
- c) Vandalism of The Stoker Seat and The Queen's Canopy Sign. Everyone asked to read the CCTV documents ready for discussion at the September meeting as this is something that we will be implementing. Replacement of the Stoker Seat, three quotes were reviewed, and it has been decided on the Ellwood Seat, access for installation and permission from landowner discussed along with installation needs.
- d) CRT installation of the artwork – no further update.
- e) Annual Inspection required for September has been arranged by Cllr Holmes for 13<sup>th</sup> September with Alistair Hearn.
- f) Quote from contractor for annual maintenance tasks and repairs to fallen stone wall discussed. Everyone accepted the quote, and the Clerk will contact to mend the wall ASAP and other tasks to be undertaken when the time is suitable.

**35/23 Website/social media:** Cllr B Holmes reported that the website has been updated with meeting minutes, agenda with 120 page views per month. Facebook posts have been made.

### **36/23 Finance**

- a) To receive and note bank balance as of 30/6/23 Current £12,977.32
- b) To approve payments: Broadband Village Hall April/May £23.07 May/June £21.35, R Harrison– Salary & Expenses -April, May, June & July 2023 £600.82, B Holmes No Cycling Signs £6.99, Continental Landscapes £464.40, Net World Sports Goal Posts £124.33.
- d) Accounts agreed on 12<sup>th</sup> July 2023 and cleared the bank account.
- e) Bank details updated to Rachel Harrison. Noted no statement for reserve account has been received at this time.

### **37/23 Summer Newsletter**

Newsletter will receive final approval and will be sent to the publisher on Monday 17/7/23 , distribution will be made by some of the Parish Councillors.

### **38/23 Items for consideration for a future agenda**

- a) Update of Policies and Procedures September 2023, will start ASAP
- b) Update of the Role Board in the Village Hall, Cllr Holmes will organise updates that need to be made.

### **39/23 Correspondence:** All the documents have been circulated to the Councillors including;

- a) Brochure received from Glasdon
- b) Information from Natwest regarding business account changes (non of which should affect us).
- c) PFCC Summer Newsletter.
- d) Environment Agency Prolonged Dry Weather Status email.
- e) Defib Registration Campaign (We are already registered)
- f) Reduction in CHoC Service email
- g) Agenda for CALC special general Meeting
- h) Westmorland & Furness Newsletters
- i) Civility & Respect Project

**40/23 Open Action: all received and noted**

- a) CALC Pot Hole Emergency Meeting – Cllr Holmes hoping to attend.
- b) Lancaster Canal Towpath Trail, email discussed, and a meeting will be held by the Councillors once everyone has had the opportunity to read thoroughly.

**41/23 Date of Next Meeting**

It was confirmed that the next Parish Meeting will be on **13<sup>th</sup> September 2023 at 7.30 pm in Sedgwick Village Hall** after a **Canal Inspection at 7.00pm** to discuss Alistair Hearn's report.

*The meeting closed at 9: 30 pm*

Signed:..... (Chairperson) Date: 13<sup>th</sup> September 2023