

SEDGWICK PARISH COUNCIL

Minutes of the Council Meeting held on Wednesday 18 July 2018 at 7:30pm Venue: Sedgwick Village Hall

Present: Cllr B Holmes (Chairperson), Cllr R Gill, Cllr D Willacy, G Stoker, District Cllr B Cooper, District Cllr R Bingham, District Cllr Harvey, County Cllr B Gray, Mrs S Roberts (Parish Clerk) and no members of the public.

20/18 Apologies: It was resolved for apologies with reasons given to be noted from PCSO Boaks, Cllr J Oscroft, and Cllr R Smith

21/18 Minutes: It was resolved for the Chairperson to sign the minutes of the meeting held on 9 May 2018 as a true record.

22/18 Declarations of Interest / Dispensation Requests: None

23/18 Public Participation: BT building previously reported – poor state of repair - ref MON0189470 - scheduled repair August 2018, update at the next meeting.

Police Report: 66 incidents have been reported in the wider area with 9 being recorded crimes including a burglary in Sedgwick; the report will be displayed on the Noticeboard and website.

District Cllrs: Cllr Bingham reported he has been elected to the Human Resource Committee and explained his responsibilities. Cllr Cooper reported he had attended a meeting with Northern Rail who had explained the recent problems and they expect to sort out the issues for May 2019 and he would attend the next meeting to update Council. Cllr Harvey reported that District Council are in the process of digitizing communications and systems in the work place This will require a 10% reduction of staff which will be achieved through natural wastage and is expected to be in place by 2020.

County Cllr B Gray: Cllr Gray reported that the Council was in the process of reorganising to save money. A resident had approached her about the condition of Wellheads Lane; she reported that resurfacing was on a list but that it would be some time before this would happen.

24/18 Planning: - SL/2018/0581 Sycamore View, Sedgwick, refurbishment of existing bungalow, reroofing, external wall insulation, new windows/doors, extension to existing garage with glazed link single store extension. Council have inspected the plans, and whilst being happy with the scale and layout, questioned whether the exterior finish was in keeping with the area. Clerk to report Council's discussion to SLDC.

25/18 Website: see reports written by Cllr Holmes

26/18 Highways/Footpaths

1. Received Highways report by Cllr Stoker- see attached report. Cllr Stoker added that Victoria Upton had advised that Highways Dept was awaiting delivery of a machine for filling potholes which would be used to fill in the potholes along by the River Kent. No dates have been set - update in Sept.
2. It was agreed to replace the bench on the Green, Cllr Stoker provided three quotes and it was agreed to purchase the composite bench because it will be maintenance free although it was more expensive. This would be funded with the resident donation received last year and it was agreed to use the old plaque on the new bench. Cllr Stoker to organise and report back at the next meeting.
3. The annual grass cutting and hedge pruning is required along the Canal Path. The Clerk will contact the contractors to arrange.

27/18 Playground /Millennium Field

1. Cllr Stoker has carried out the monthly check on the Millennium Field and reported that all repairs and cleaning work had been completed and bins emptied. He felt the basket ball area required two further flag stones and agreed to do this work himself. He also noted what a lovely space this was.
2. The Annual Safety Inspection from ROSPA, is scheduled for August and a report should be available in September

28/18 Canal

1. The Woodland Management and Safety Inspection by A Hearne has been carried out and a written report will be available before the next meeting. Cllr Holmes who was present at the inspection was able to feedback points to Councillors as they carried out the annual inspection earlier in the evening. Mr Hearne was extremely happy with the work carried out in Phase 1 to clear the canal bed of self-seeded trees and commented on the good regeneration of ground level habitats. Following the Council's inspection, the following were discussed:
 - a) The vegetation including tree roots growing in the joints of the Aqueduct stonework needs removing to avoid damage. Cllr Holmes will contact LCRP and report our concerns.
 - b) The iron work stumps are visible above ground level and removal will be investigated.
 - c) The map of the canal area shows some boundary marks - Cllr Holmes agreed to seek advice to clarify responsibilities for the boundaries.
 - d) Tree health is generally good but some young ash trees have ash die-back. 3 have died and need felling and leaving in situ. Older trees are unaffected, but all the young ash trees are at risk. The elm trees are currently in good health but as they grow they will become at risk of Dutch Elm Disease.
 - e) A large tree has fallen and needs to be severed near the root and left in situ.
 - f) A small area of the stone wall boundary belonging to the council has collapsed and needs repairing
 - g) The stockproof fence in front of the stone wall boundary by the ice house has deteriorated.
 - h) The first bench along the path needs replacing

Cllr Willacy agreed to meet with James Park to acquire separate quotes to; fell the 3 ash trees, sever the fallen tree and remove the iron work and to investigate getting two further quotes. He also agreed to replace the bench top. A quote had been obtained to replace the fence near the ice house – a further two quotes for this work are required so that council can consider any future action.

2. LCRP Update: - it has been reported that there is a funding issue and a full update will be available at the next meeting.
3. Invite received for the Summer Roadshow, Lancaster Bicentenary Consultation Session, Kendal on 21st July 2018

29/18 Data Protection Training

1. Cllr Holmes provided a written report regarding implementing GDPR compliance – see reports
2. Approval of the following Policies was agreed: Subject Access Request Policy and Procedure, Data Impact Analysis Procedure, Data Breach Procedure, Privacy Policy* (Staff, Councillors, Role Holders), Revised Data Protection Policy*. * denotes policies to be put onto website
3. The advice for Councillors Document was discussed and approved
4. The Implementation Plan was agreed and the next phase actioned (completion of register).
5. ICO July Newsletter had been received and sent to all Councillors.

30/18 Finance

- a) Bank Balance as of 26 June 2018 £11,364.68 & Reserve Account £10,003.12
- b) Receipts- adjustment re salary overpayment £497.60
- c) Payments Approved: broadband Village Hall June £18.99, Microsoft renewal £59.99, Norton Security £24.99, Clerk Salary/Expenses £1,383.49, Councillors Training £80.00 and broadband Village Hall July £18.99.
- d) The Accounts Report from Meeting Dated 18th April & 9th May 2018, the transactions cleared was signed.
- e) Financial Report: Notification of completed Audit is displayed for examination in the cabinet and the website. Council will not receive a Certificate of Exemption, notices of this information will be stored with Accounts 2017/18.

31/18 Grant Policy Review:

Councillors had received the updated policy which is now GDPR compliant and all agreed to its approval

32/18 Grant Application received:

Crosscrake School PTFA have made an application to support their entry into the Kendal Torchlight Procession - the total cost is £ 568.00. Council agreed to donate £50.00 towards the project to help promote the school in the wider community.

33/18 Armistice Beacon

Cllr Holmes reported the next meeting was arranged for 21st August, several ideas were raised for the event. Cllr Stoker donated a giant poppy and a newspaper with several articles of that period. A report would be made available at the next meeting.

34/18 Newsletter - Summer Edition

It was agreed to publish the newsletter later in the summer, Councillors agreed to the following topics: - Aqueduct Repairs, Highway repairs, Armistice weekend events, new cricket nets, and new/ repaired benches in the Village. Information to elderly residents about bin collects from SLDC. Cllr Gill agreed to provide photos of agreed items and Cllr Willacy agreed to ask the Cricket Club for a report.

35/18 Correspondence:

- Seafarers Awareness Day 3rd September 2018: information received and noted
- ACT Gazette Summer 2018: information received and noted
- CALC Newsletter -July Edition: received, noted and the guidelines received about compiling minutes, confirm that Sedgwick Parish Minutes are correct.
- Cumbria Fire & Rescue Services, Draft Integrated Risk Management Plan 2019- 2023, Drop in Event Wednesday 8th August: received and noted
- Chair of South Westmorland LAP, Questionnaire: received and noted
- SLDC Council Agenda for meeting on Tuesday 24th July: received and noted

The clerk agreed to contact our district councillors to ask about receiving their reports from LAP meetings

36/18 Items for consideration for a future agenda

- Highways Report
- Woodland Management Plan
- Canal Report
- PCSO Report
- Annual ROSPA Report Millennium Field
- Budget Report

37/18 Date of next meeting

It was confirmed that the next Parish Meeting will be on Wednesday 12th September 2018 at 7.30pm and will be held in the Sedgwick Village Hall.

The meeting closed at 9 35 pm

Signed: (Chairperson)

Date: 12 September 2018