

BURTON- IN -KENDAL PARISH COUNCIL

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Minutes of the Parish Council Meeting held on Thursday 15 October 2009 at
7.30 pm in the Memorial Hall, Burton-in-Kendal

PRESENT. Cllrs. F.Mason-Hornby (Chairman), J.Brown, J.Hopwood, I.Hunt, M.Taylor, A.Wren, Dist.Cllr R.Bingham, C.Dale (Clerk), P.Smith (Clerk designate).

PUBLIC IN ATTENDANCE. Five members of the public including the PCSO were present.

1. **APOLOGIES FOR ABSENCE.** Cllrs.R.Boddy, G.Isherwood, P.Rogers, Dist Cllr B.Cooper.

2. **DECLARATIONS OF INTEREST.** None

3. **MINUTES OF THE MEETING HELD 17 SEPTEMBER 2009.** It being unanimously agreed that the minutes of the meeting held on 17 Sep 09 were correct, the minutes were signed and dated by the Chairman.

4. CHAIRMAN'S ANNOUNCEMENTS.

The new parish clerk, Peter Smith, was introduced to the Council.

The Chairman, supported by all the councillors present, thanked the outgoing clerk, Charles Dale, for his outstanding service to the Council over the last five years. Cllr Bingham thanked Charles Dale on behalf of the District and County Councils.

The CALC AGM is to be held 14 Nov 09 in Cockermouth. Councillors to contact the clerk if they wished to attend.

The SLDC Parish Remuneration Panel is seeking views on allowances and expenses for councillors. It was agreed that, since Parish Councillors did not usually claim allowances, there was no requirement to respond.

The Chairman offered apologies to PCSO Rachel Thomas for commenting inaccurately that she had not submitted a monthly report for the September PCM.

(Action)

5. OPEN FORUM .

PCSO Rachel Thomas noted from her last report a neighbour dispute for which no offences were recorded, a collision between a cyclist and a car on Dalton Lane which resulted in serious injuries, and a trailer causing obstruction on Tanpits Lane. From this month's report she noted a possible telephone fraud involving bank charges which is under investigation, a burned out car at Plain Quarry which had been stolen in Morecambe, and a report of a young lad, believed to be missing from a local school, who had been asking to get to Fleetwood.

A member of the public asked about the dilapidated state of a property on Main Street within the conservation area. The Council noted the comments and reserved discussion until they had all seen the property.

Miss S. Towers offered to answer any questions that the council might have on her planning application, SL/2009/0839.

6. PLANNING APPLICATIONS.

Planning applications granted: None

Planning applications refused: None

Planning Applications received:

- SL/2009/0816 – Craglands, Clawthorpe. Reposition domestic garage for Mr J.Garner: No objections.
- SL/2009/0839 – Holme Mills, Holme. Formation of wharf on the Mill Pond for Miss S.Towers: No objections.

7. FINANCE.

The Council received and noted the Income and Expenditure Account for the year to date.

Balances at the bank on 10 Oct 09:

BOI	£2740.48
NW Current	£1338.90
NW Savings	£7500.35
Income to date	£10376.31
Expenditure to date	£6229.38

It was agreed that the clerk make a quarterly transfer of £3 000.00 from the savings account to the current account.

(PS)

8. ACCOUNTS APPROVED FOR PAYMENT AND CHEQUES SIGNED.

Lengthsman remuneration to 19.08.09 (3 weeks @ £80.85)	£242.55
Lengthsman remuneration to 16.09.09 (4 weeks @ £80.85)+ exps.	388.78
Clerk's salary 1.08.09 to 15.10.09 (with pay award backdated to 1.04.09)+ exps.	917.97
Stramongate Press – Autumn Newsletter	90.00
Allianz Engineering – Inspection Services for playing ground	388.59

F.A. [Signature] 19/10/09

SLDC – Lease of playing ground at Boon Town 2009/10	75.00
BDO Stoy Hayward LLP – External audit of Annual Return 2008/09	155.25
Grasscare – Summer grass cutting	276.00
PB Fencing – Install new chains & level Suspension Bridge at playing ground	241.50

- 9. APPROVE AND ACCEPT THE AUDITED ANNUAL RETURN FOR 2008/09.** The auditors had approved the accounts without qualification. Cllr Brown proposed the Audited Annual Return be approved and accepted. This was seconded by Cllr Wren and agreed unanimously. The clerk was instructed to display the report on the notice board and the website. (PS)
- 10. APPROVE COST OF THE CALC INITIAL TRAINING FOR THE NEW PARISH CLERK.** It was proposed by Councillor Hunt, seconded by Councillor Hopwood and decided unanimously that the Council approve the payment of £40 to CALC for the new parish clerk's induction training.
- 11. AGREE THE 2010/11 BUDGET AND AGREE THE UPDATED RISK ASSESSMENT FOR 2010.** The updated risk assessment for 2009/10 was reviewed. Cllr Wren proposed, Cllr Hopwood seconded and it was unanimously agreed to adopt the updated risk assessment. The draft budget for 2010/11 was reviewed. Cllr Hunt proposed, Cllr Hopwood seconded and it was unanimously decided to adopt the budget proposal for 2010/11. It was noted that the budget allocation for insurance was £238 lower than the actual costs this year. The Clerk advised the Council that acceptance of this figure would reduce the planned reserve even further below the value of half a year's expenditure recommended as good practice.
- 12. AGREE A RESPONSE TO THE CCC REPLY ABOUT THE HIGHWAYS STEWARDSHIP SCHEME.** The Council expressed continued dissatisfaction with the implementation and administration of the highways stewardship scheme. It was agreed to delay a full response until Cllr Rogers returned but in the meantime the Clerk was instructed to request more detail of the work done by the Highways Steward since April 09. (PR/PS)
- 13. AUTHORISE CLERK TO ORDER WREATH FOR REMEMBRANCE SUNDAY.** Cllr Hopwood proposed, Cllr Taylor seconded that the Clerk should order a wreath from the Royal British Legion with an intention to give a donation of £40. (PS)
- 14. COUNCILLORS REPORT ON PARISH PLAN ITEMS**
- Allotments:** No progress since last meeting. (RB/JH)
 - Bus Shelter:** Chairman to supervise installation in December. (JH/GI/FM-H)
 - Design statement:** Awaiting feedback from SLDC Conservation Officer consultation. (JH/FM-H)
 - Dropped kerbs:** Completed
 - Improve Slape Lane:** Cllr Taylor has repair plans in hand; report at next meeting. (MT)
 - Post boxes:** Awaiting reply from Royal Mail. (IH/AW)
 - Road safety improvements:** Awaiting action from CCC. (FM-H)
 - Signage:** No progress since last meeting. (PR)
 - Upgrade Playing Ground:** Repairs to existing equipment now satisfactory. New equipment model, serial number and cost is to be recorded for insurance purposes. (AW)
- 15. REVIEW LENGTHSMAN'S SEP/OCT WEEKLY LOGS ON BURTON PLAYING GROUND AND RECEIVE REPORTS FROM PARISH AND DISTRICT COUNCILLORS**
- The Lengthsman's playground and equipment inspection log was reviewed. There were no outstanding items. Cllr Rogers had submitted a written report in which he noted the increase in vandalism at the back of the Royal Hotel. He had discussed possible actions with PCSO Thomas. Cllr Hopwood submitted a list of comments made to her by members of the public at the Autumn Fair. Cllr Taylor reported fully on his plans to repair Slape Lane. Cllr Wren reported a dangerous pot-hole on New Lane. He had reported this to the Highways Hotline and would give the clerk the reference number for follow-up action. (AW/PS)
- 16. TO NOTE COMMUNICATIONS RECEIVED AND SENT**
See Schedule below.
- 17. DATE OF NEXT MEETING**
The next meeting will take place on Thursday 19 November 2009 at 7.30pm in the Memorial Hall.

The meeting closed at 8.37pm

F.A. [Signature] 19/11/2009

SCHEDULE OF COMMUNICATIONS TO 10 OCTOBER 2009

Communications

Order acknowledgement from Queensbury Shelters for holly green Bus Shelter per previous specification.
Request to publicise the Annual Electoral Registration Canvass from SLDC.
Acknowledgement from R.Bingham of Parish Council's objection to additional road signage.
Thanks to J.Bell of Capita for recent A6070 road repairs and request for date for central village road repairs.
Exchange of emails with N.Raymond (CCC) regarding the CCC Highways Stewardship Scheme.
Spread of Himalayan Balsam up Docker Lane reported to Highways Hotline (Ref.336828).

For Circulation

CALC Circular October 2009
CVS Newsletter September/October 2009
Local Council Review Autumn edition from NALC
Kent Estuary Neighbourhood Forum summary of meeting held 16.9.09

Circulated by e-mail

Weekly Rural News Focus 28.9.09, 5,10.09, (forwarded to all Cllrs.)
Minutes of District Association South Lakeland meeting 3.9.09 (forwarded to all Cllrs.28.9.09)
LSP Priority Action Plans & Implementation (forwarded to all Cllrs.28.9.09)
Invitation to Local Democracy Week event 13.10.09 at Brathay Hall from SLDC (fwd to all Cllrs. 28.9.09)
Notification of forthcoming training events from CALC (fwd to all Cllrs. 28.9.09)
Notification of Kent Estuary LAP meeting 9.12.09 from SLDC (fwd to all Cllrs. 30.9.09)
Contract of Employment & job description for new Clerk (fwd to all Cllrs. 5.10.09)
Invitation to Landscape & Seascapes workshops 21/22 October from SLDC (fwd to all Cllrs. 9.10.09)
October email update from Friends of the Lake District (fwd to all Cllrs. 5.10.09)

Glossary of Abbreviations:

ACT	Action with Communities in Cumbria (formerly VAC)
ALSF	Aggregates Levy Sustainability Fund
CALC	Cumbria Association of Local Councils
CCC	Cumbria County Council
CIEP	Cumbria Improvement & Efficiency Partnership
Cllr	Councillor
CRHT	Cumbria Rural Housing Trust
CVS	Cumbria Voluntary Service
CYSS	Cumbria Youth Support Service
LAP	Local Area Partnership
LDF	Local Development Framework
NALC	National Association of Local Councils
NWDA	North West Development Agency
NWRA	North West Regional Assembly
NWPPR	North West Plan Partial Review
PCM	Parish Council Meeting
ROWIP	Rights of Way Improvement Plan
SLDC	South Lakeland District Council

F.A.M. - [Signature] 19/10/2009