

# MILNTHORPE PARISH COUNCIL

**Minutes of the normal monthly meeting of Milnthorpe Parish Council held on Monday 12<sup>th</sup> April 2021. The meeting started after the completion of the Market Traders Meeting which started at 7pm. The meeting was held remotely via a video conference. A virtual meeting protocol was circulated to all attendees prior to the meeting. The meeting was open to members of the public**

**Present:** Cllrs Steven Hurst (Chair), Jen Scrogam (Vice Chair), Barbara Adair, Alan Baverstock, Roger Bingham, Peter Capasso, Jim Robson, Peter Hill, and Mr Paul Blackburn (Clerk). C Cllr Pete McSweeney sent apologies. One member of the public were in attendance.

- 1. Apologies for Absence** – Cllr Lachmann sent her apologies.
- 2. Minutes of the meeting held on 1<sup>st</sup> March 2021** - had been circulated by email and were **APPROVED**. The Clerk will obtain the signature of the Chair
- 3. Announcements by the Chair**
  - Death of HRH Prince Philip – Buckingham Palace Book of Condolence signed, Home page of website changed. A minutes silence was held
  - A formal thank you to Cllr Baverstock was given. Cllr Baverstock has decided to step down as a Parish Councillor after 25 years of excellent service. Thank you, Alan
- 4. Declaration of interest by members in respect of items on this agenda** – None
- 5. Public Participation**
  - 5.1 County Council** - Cllr McSweeney provided a report in his absence  
He asked that the 'Let's Talk Milnthorpe' survey continues to be promoted.  
He mentioned that the Government consultation period for the Local Government restructure ends on Monday 19<sup>th</sup> April 2021
  - 5.2 District Council** - D Cllr Audland  
Confirmed that hard copies of the 'Let's talk, Milnthorpe' survey can be dropped in to 4 local businesses (Refresh, Clock Tower, Milne Moser, Houghton's)
  - 5.3 Electors**
    - Mr Kevin James gave a presentation on a suggestion to build a Sports Club house on the Recreation Ground. The building would not only include sporting facilities but would have facilities for the community as a whole, including our younger people. A MUGA is being considered,  
The suggestion is in the early stages and there is a considerable amount of work to be done before a formal proposal is made  
At this stage Mr James was simply looking for the support of the Parish Council. This was provided unanimously. D Cllr Audland also added his support.  
It is hoped that there will be support for a similar facility via the 'Let's talk, Milnthorpe' survey.
- 6. Matters arising from the minutes of the meeting on 1<sup>st</sup> February 2021.**
  - 6.1 CCTV coverage for Milnthorpe (including lights) (5.1)**  
Awaiting date to start fitting of lights and camera. Pillar has been fitted and awaiting the camera
  - 6.2 Footpaths (5.2)**  
Gate received. Cllrs Hurst and Robson will visit the site to determine feasibility of Council Members fitting the gate.
  - 6.3 Bus Shelter Update (5.6)**  
Atkinson's have visited. They are to replace the broken slate and will remove the moss, making the bus shelter roof safe
  - 6.4 Faster Internet Connection (5.7)**  
Contact has been made with B4RN. Milnthorpe is too big to operate as one project. The way forward is that small local groups should be set up by residents, who will then meet up with B4RN. Each project can be planned and led by residents. We have one group that is interested in progressing things in Ackenthwaite, which is a location that would benefit from faster connection. Feedback around The Square is that the current speeds in that area are acceptable and a community project is not required. To be removed from the agenda

## **7. New Matters for Consideration**

### **7.1 Requirements of the young people and community hall**

Kevin James presented a potential project for the recreation ground. A meeting had been held with representatives of the sporting clubs and council.

The project incorporates things for the whole of the community including our younger residents

### **7.2 Electric Vehicle Charging Point**

A meeting was held with Charge My Street (who are working with SLDC) and Council representatives. It was felt that the old bus stop would be the best site as elsewhere would see a reduction in parking spaces, which is not a desirable option. We are awaiting feedback from CCC Highways on the logistics of using the site and what would be required to move things forward. There is still a lot of discussion to take place, especially about the minutiae of the project, but it was felt that charging points would be required at some point, so now was a good time, as it will be of no cost to the PC and, therefore, the residents. If CCC agree to proceed, it is felt that we should progress and officially sanction when full details are known

### **7.3 Review of Standing Orders (to include Financial Regulations, Assets and Risk Assessment)**

No changes required, see Item 9 for Assets and Risk Assessment

### **7.4 Renewal of Pony Field Agreement**

It was **AGREED** to renew the grazing agreement with the current tenant for a period of 2 years. It was also **AGREED** that the tenant is allowed to keep a small number of hens, however NO cockrell would be allowed. The Clerk will draw up a new agreement to reflect the change. It was also noted that a plaque in memory of Folly was now in place at the Pony Field

### **7.5 Deloitte Ride Across Britain Pit Stop**

It was **AGREED** that Threshold Sports UK Ltd have a 'Pit Stop' on The Green, on Wednesday 8<sup>th</sup> September 2021

### **7.6 Return to face to face meetings**

After a long discussion it was agreed that returning to face to face meetings was a matter of personal choice. Under current legislation decisions made at remote meetings will be Ultra Vires. It is hoped that the court case brought by a County Council will see a judge agree that remote meetings can be continued, it is hoped that this judgement will be given prior to the next meeting in May.

Following the election (see item 7.7) it is a requirement to hold a meeting to elect Officers. This **MUST** be completed on a face to face basis. In order to be quorate there must be a minimum of 3 Councillors at this meeting. 3 Councillors volunteered to attend the meeting (Cllr Hurst, Cllr Scrogam and Cllr Bingham). A Covid secure venue will be sourced and the meeting announced as normal.

The format of the upcoming Parish Council meetings will be determined over the next few weeks, dependent upon the outcome of the court case

### **7.7 Election 2021**

No vote as only 8 nominations, so election is uncontested. Requirement to co-opt a further Councillor, which will be considered in June, dependent upon the outcome of item 7.6

## **8. Planning Matters:**

### **8.1 New Planning applications and SLDC decisions received – None**

### **8.2 Any Related Matters - None**

## 9. Financial Matters

### 9.1 Report on bank receipts, payments and closing balances

#### Receipts – March

Market Trader Rent - £428.80

Parking Discs - £52.00

Cllr Audland Discretionary Grant - £600.00

Total - £1,080.80

Also received was £0.55 in interest into the deposit account

#### Payments – March

Market Electricity, E.ON, £8.97 (VAT £0.43)

Toilet Maintenance, Healthmatic, £600.00 (VAT £100.00)

Toilet water, Waterplus, £37.51

Toilet Wastewater, Waterplus, £142.33

Fuel, UK Fuels Ltd, £1.80 (VAT £0.30)

Payroll, Staff, Pension and HRMC, £3,047.10

Payroll Administration, Athena, £250.00

Toilet Electricity, Npower, £18.80 (VAT £0.90)

Clerk 6 monthly allowance, Paul Blackburn, £312.25

Clerk Expenses, Paul Blackburn, £79.14, (VAT13.20)

Market Rates, SLDC, £116.00

Total - £5,311.40 (VAT £231.08)

#### Bank Balances at Month end

Current Account - £37,407.55

Deposit Account - £22,046.14

All payments were **APPROVED**

**9.2 Resolution for virement of payments** – Not required and withdrawn

**9.3 Annual Accounts 2020/21** – These were presented and **APPROVED**. A summary is at the end of these minutes

**9.4 Asset Register** – Updated Register **APPROVED**.

**9.5 Risk Assessment** – Updated Risk Assessment was **APPROVED**.

## 10. Market Report (Annual)

A difficult year with the market feeling the effect of the Coronavirus issue

The market was closed for a short period and has had limited attendance due to government legislations

Unfortunately, the Market Supervisor position was made redundant in 2020 and there are no current plans to reconsider the requirement

All traders now make payments on a monthly basis via bank transfer. The monthly amount takes into account the agreed holidays

A couple of new traders have taken pitches and the market would benefit by the addition of more. It is hoped that the Council can be more proactive once the current situation has eased

The Square has also been attended, on a Friday evening, by a Pizza van, which has been well received

There were a couple of complaints, from local residents, about the risks of uncovered cooked food. These were addressed to the satisfaction of the residents

The problem of vehicles ignoring legislation and entering The Square appears to have gone away following the placing of chains at the two entry points

The Council sees no reason to amend the rules or rates

Thanks must be given to all traders who have attended the market during this difficult year

**11. To receive reports from representatives on outside bodies - None**

**12. To consider matters from around the Parish**

- Cllrs Adair suggested that it was time that the poppies were removed. This was agreed and they will be removed
- Cllr Capasso stated that the play area was extremely poor compared to other village amenities and it was not fit for purpose. The area is tired and could do with updating. Cllr Robson mentioned that the play area at Levens (opened October 2020) was excellent and well used. This was a community project. All agreed that it was something that was worth investigating further and it is hoped that the 'Let's Talk, Milnthorpe' survey will receive comment on the need for updating the play area
- Cllr Bingham stated that he had reported the state of the road on the junction at the north end of Smithy. He also mentioned that a number of potholes remain, despite some having been completed.  
He also mentioned that the road from Crooklands to Milnthorpe was closed at the canal bridge in Crooklands whilst repairs are carried out to the bridge. These are estimated to be completed on the 23<sup>rd</sup> of April
- Cllr Baverstock mentioned that he had noticed that a Charter Market in a neighbouring town was reopening and almost 30 traders were expected. The market was now run by a company called Gruppe Giraud. The Clerk mentioned that he had met with the company, along with Cllr Robson and D Cllr Audland. At this point there was nothing to report, pending receipt of further information from the company. At present the company are not taking on new business. The Clerk stressed that it was extremely important that we 'looked after' our loyal market traders and involve them in any process that was being considered to improve the market
- Cllr Hurst said that he had responded to a resident about the cars that have been 'abandoned' on the Owlett Ash carpark. He has made them aware that they need to contact South Lakes Housing who have responsibility  
He also mentioned that a 'stray' dog was often seen around the village.

**13. General Correspondence – Continue to be sent out via email**

**14. Reading Matter – Continues to be sent via email on a regular basis. It is generally updates from District and County Councils on the Coronavirus situation. The Clerk will continue to send out appropriate matters that are received**

**15. To receive notice of items to be included on the agenda of the next meeting**

- Play Area
- Jubilee 2022

**16. Date of next scheduled meeting – provisionally confirmed as Monday 10<sup>th</sup> May 2021. The meeting will be preceded by the annual meeting of the Parish Council. As always members of the public are welcome to attend, please contact the Parish Clerk for joining details. The format of the meeting has yet to be determined**

*Paul Blackburn*

Parish Clerk  
13<sup>th</sup> 2021  
[milnthorpeparishclerk@gmail.co.uk](mailto:milnthorpeparishclerk@gmail.co.uk)

### **Payments and Receipts Statement Headlines**

- All overspent payment lines justified
- Some underspend due to services not being used (e.g. Church Hall, Legal Support)
- Reduced market income
- Covid grants of £12,000 received, these (plus the grants received in the previous year will be used to pay for the CCTV and Lighting projects
- Taking out the designated funds, we will have reserves of c£40,000 which, at 87% of budget is an acceptable figure
- 2020/21 budget - £46,300, 2020/21 Payments - £44,605, Underspend - £1,695
- Underspend was necessary because of reduction in the market income
- Taking the Covid grants out of the figures we have receipts of £44,237 and payments of £44,605 an overspend of £368, which was taken from reserves
  
- Overall a very balanced year with a balanced budget and payment kept in line with receipts. Covid grants have enabled Council to push ahead with the CCTV and Lighting projects without having to increase the precept. Balances are at an acceptable level