

MILNTHORPE PARISH COUNCIL

Draft Minutes of a meeting of Milnthorpe Parish Council held on Monday 14th August 2017 in the Catholic Church Hall, Milnthorpe at 7.30pm.

Present: Cllrs Peter Capasso (Chair), Alan Baverstock, Roger Bingham, Clare Lachmann, Peter Hill, Steve Hurst, Jim Robson and Jen Scrogam. Also two members of the public.

1. **Apologies for Absence:** Cllr Barbara Adair (holiday), C Cllr Ian Stewart, D Cllr Rupert Audland, Parish Clerk John Scargill and Market Supervisor James Lowther.
2. **Minutes of the meeting held on 10th July 2017** - had been circulated, were **APPROVED** by the meeting and signed by the Chair.
3. **Announcements by the Chair** – none.
4. **Declaration of interest by members in respect of items on this agenda** – Cllr Scrogam re item 5.3, as a trustee of the Memorial Hall Trust.
5. **Matters arising from the minutes of the meeting on 10th July 2017.**
 - 5.1 **Draft licences for Playing Field users (5.1)** - ongoing.
 - 5.2 **Pony field (5.2)** – possessory title now confirmed by Land Registry, which becomes title absolute in ten years time if continued without interruption for that period. Legal charges £1,000 + VAT Cllr Capasso and the Clerk had met with tenant Andy Horn and agreed that the field boundary be made stock-proof where necessary by the erection of new wire fencing at an estimated cost of £600, to be split equally between MPC and the tenant. Cllr Capasso to meet with neighbouring tenant farmer to agree fencing proposal prior to installation.
 - 5.3 **Memorial Hall Charity (5.3)** – proposed new letting progressing well. Heads of Terms accepted by both parties with some details to be finalised by lawyers.
 - 5.4 **Cemetery Lane (5.4)** – No further progress. Any proposed solution to be agreed with Dallam as legal owner.
 - 5.5 **Healthmatic shortcomings (5.5)** – the Clerk had met with Neil Holt of Healthmatic and agreed a simplified working service arrangement between the two parties, without changing their overall obligations and the cost of the service.
 - 5.6 **Heritage Trail tribute panel (5.7)** – the artwork had been sent to Leander and various types of plaque were now being considered.
 - 5.7 **Smithy Lane use by HGVs (5.8)** – no progress. **Agreed** – to delete this item from future agendas.
 - 5.8 **Playing field boundary wall (5.9)** – Atkinsons had been instructed to repair the boundary wall behind the clubhouse on the eastern side of the Playing Field. Cllr Baverstock had attended the Beetham Flood meeting on 10 July, where it had been confirmed that the National Grid Gas earlier repair to river bank, for the purpose of protecting the gas main, was a temporary measure with more permanent repairs to follow. There was also the possibility of engineering work by the Environment Agency to provide 'river diversion overflow' on the Dallam Park side of the river.
 - 5.9 **Church Street layby - unauthorised parking (7.1)** – some confusion over which layby referred to in earlier discussions (the one at the bottom of Church Street or the smaller one at the crest of the hill, near the parish boundary, when travelling north from the village). As regards the former, photographic evidence from residents was awaited before action was taken. The latter was not thought to be a serious problem.
 - 5.10 **Owlet Ash House hedge (12)** – now trimmed as requested.

6. Public Participation:

- 6.1 Police Report** – report received and circulated before the meeting – contents noted.
- 6.2 County Council** – continuing concerns about the pothole at the traffic lights after repeated short term repair attempts by Highways. Hopes that a more permanent solution to this problem would follow the completion of the current major works in Church Street.
- 6.3 District Council** – progress awaited on the No Cold Calling Zone, being pushed forward by D Cllr Audland. A copy of the Milnthorpe Economic Plan (now renamed the Key Service Centre Economic Potential Study) had been received by Cllr Baverstock from D Cllr Audland and circulated to all members.
- 6.4 Matters raised by electors** - foliage overhanging verges and footpath along Park Road (Cllr Capasso to inspect and rectify), confirmation that the shrubs around the old tennis court would be removed in the autumn, reminder that the proposed commemoration of the end of the world war (7.3 below) related to the first, not the second, world war.

7. New Matters for consideration:

- 7.1 Park Road flower-bed maintenance** – the new gardener had made a good job of tackling this problem. Cllr Bingham to advise the Clerk of the gardener's name and contact details, so that an invoice for the work could be requested and settled.
- 7.2 Household Emergency Planning** – no action necessary as Milnthorpe has already demonstrated its ability in this field.
- 7.3 Commemoration of 100th anniversary of end of WW1** – various suggestions offered at meeting, including publishing a booklet relating specifically to how Milnthorpe had been affected by the war, the planting of poppies around the village (acknowledged as difficult to do successfully), encouraging the making and display of artificial poppies (particularly by school children) etc. Village to be asked to contribute ideas via social media (by Cllr Capasso) and via Parish News (by the Clerk).
- 7.4 Dog Control Order for Playing Field – agreed** – that MPC would adopt the new Public Space Protection Order (PSPO) proposals by SLDC. Clerk to advise SLDC (Deborah Clarke).

8. Planning Matters.

8.1 Applications under consideration by MPC, and SLDC decisions meeting

August 2017

Type A applications – SLDC response deadline precedes next PC meeting – Clerk to respond. (Members to email Clerk ASAP & before deadline)

SLDC ref	Address	Applicant	Development	Deadline	MPC Response

Type B applications – SLDC deadline falls after next PC meeting – Members to discuss at mtg.

SL/2017/0673	90 Ryleyfield Road	Johnson	Single & two-storey rear extension	18/08/17	No objection
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Decisions received from SLDC

SLDC decision

SL/2017/0180	1 Church St	Houghton	Replacement windows	Refused
SL/2017/0323	ditto	ditto	ditto	Refused
SL/2017/0454	Hilldene, Ackenthwaite	Barton	Side & rear extensions etc	Approved with conditions
SL/2017/0534	87 Ryleyfield Rd	Simpson	Two-storey & single rear extension	Approved with conditions

(More planning information available on SLDC website – southlakeland.gov.uk)

8.2 Related matters & correspondence:

- noted – that the application to replace the windows in the Barclays Bank building with PVC alternatives had been refused by SLDC Planning.
- noted – that Conservation Area restrictions appear to be interpreted more rigorously in Kendal than in Milnthorpe, but the eventual enforcement of regulations re Flames take-away shopfront was welcome. The Clerk to convey this to SLDC, with the hope that similar enforcement re the Flames exterior shop-front lighting and its extractor flue would continue to be vigorously pursued.

9. Finance.

MPC – FINANCIAL REPORT				MONTH – JULY 2017		MEETING – 14 th August 2017	
9.1 Report on bank receipts, bank payments (for approval) & bank balances.							
Date	Transaction	Payee/er	Detail		Current a/c		Reserve Funds
					£	£	£
01/07/17	Opening balances					58,031.77	21,951.66
31/07/17	Receipts:						
	99	Market	Rents collected July			452.60	*
	Payments:						
	607	DD SLDC DD Texaco	Business rates (market) Equip. fuel VAT	33.34 4.25	109.00		
	608	651 Craig	Planter mtce 2016/17		37.59		
	609	652 Lowther	Zebra warning tape VAT	10.25 2.05	400.00		
	610	653 SLDC	Replacement for chq 604 (March)		12.30		
	611	654 A2A	Web site design change VAT	30.00 6.00			
	612	655 A2A	Annual web hosting fee VAT	65.00 13.00		36.00	
	613	656-661 Payroll	July		78.00		
	614	662 Scargill	Postage & Stationery VAT	11.36 .82	1,609.87		
						12.18	
	Total payments in month					-2,294.94	
31/07/17	Closing balances					56,189.43	21,951.66
31/07/17	Total funds all accounts						£78,141.09

- Market rents collected in July are for 3 weeks only (week 4 to be included next month).

Resolved – that the above payments be **approved**.

9.2 Other financial matters – noted – that MPC's insurance cover had now been extended to include the new playground equipment.

10. Market - rents for **3 weeks** in July £453 (July 2016/17 4 weeks £741) – total for year 2017/18 to date £2,778 + Natwest year in advance £1,040 (2016/17 - £2,860).

No report in the absence of the Market Supervisor (on holiday) – Mrs Johnston covering and **agreed** that she should be suitably remunerated for this. Reported that the shoe stallholder was ceasing to trade (retirement). Noted that two charity stalls had been present on one of the July market days, contrary to market rules.

11. To receive any reports from representatives on outside bodies – Cllr Hill reported briefly on his impression of the CALC Common Land, Village Greens and Rights of Way course he had attended on MPC's behalf.

12. Parish Matters (for information only).

Cllr Bingham – reported that much needed grass/weed clearance along Crooklands Road near his house and Owlet Ash estate had now been done. He would like two bags of daffodil bulbs to be ordered for planting in the autumn. Noted – how fine the Green and the churchyard trees looked during the recent Sunday Songs of Praise event.

Cllr Lachmann- suggested further two bags of daffodil bulbs for the Playing Field (Cllr Scrogam to organise bulbs purchase and delivery – four bags in total).

Cllr Hurst – noted that the date of the allotment show was approaching and MPC had been asked if ‘flags’ would be allowed on the Green, as used for the Art Exhibition – **agreed**. Expressed continued concern about the danger (particularly to cyclists) of the pothole by the traffic lights.

Cllr Hill – congratulated the organisers of the Art Exhibition on a very successful event.

Cllr Robson – thanked the PC for allowing vehicular access to the church via the Green to collect paintings on a very wet closing day of the Art Exhibition. Minimal damage to the Green had resulted and it was recovering well.

Cllr Baverstock – alerted members to an outbreak of Himalayan Balsam on the Playing Field in the area of the demolished wall and encouraged members to remove it at every opportunity. Concern about the reported short supply of parking discs for the Square during a busy summer season, although these had been ordered immediately on being notified by the stockholder (27 July); they were received by MPC on 7 August and delivered to him on 8 August.

Cllr Capasso – drainage grids in the lower part of the Square needed attention – members to investigate.

13. Current PC business – any changes covered elsewhere in the minutes. Remove as a separate agenda item for the future.

14. General correspondence:

- 30/06/17 – Brumfitt – re weeds around the parish – MPC response 11/07/17.

- 22/07/17 – Bowers – re land between Chestnut Way and Main Street – acknowledged 22/07/17 (discussed at meeting – MPC mows, but likely to be a CCC responsibility – Clerk to advise Bowers with cc C Cllr Ian Stewart).

- 03/08/17 – Cumbria Constabulary – public consultation survey – Clerk to send to all members.

- 12/08/17 – Bonwick – various highway matters – Clerk to reply as directed by MPC.

15. Reading Matter – none.

16. Notice of items to be included on agenda for next meeting: additional to those referred to above - the need for an MPC meeting in the month of August?

17. Date of next meeting – on Monday 11 September 2017 - in Milnthorpe Catholic Church Hall at 7.30pm, possibly changing date of annual Market Traders’ meeting to December 2017.

The meeting closed at 8.45pm