

# MILNTHORPE PARISH COUNCIL

## **DRAFT Minutes of the annual meeting of Milnthorpe Parish Council held on Monday 20 May 2013 in the Methodist Chapel, Milnthorpe at 7.00pm.**

**Present:** Cllrs Alan Baverstock (Chair), Barbara Adair, Roger Bingham, Rod Bowker, Neil Dodds, Clare Lachmann, Jim Robson, Jen Scrogam and Paul Troughton. Also Cllr Ian Stewart (item 14.2 only), Parish Clerk John Scargill and Market supervisor Mrs Ann Johnston No members of the public.

- 1. Election of Chair of Milnthorpe Parish Council for the year 2013/14.**  
**Resolved** – that Cllr Alan Baverstock be re-elected Chair for the council year 2013/14.
  
- 2. Declaration of Acceptance of Office.**  
Cllr Baverstock signed the Declaration of Acceptance of Office of Chair of Milnthorpe Parish Council for the council year 2013/14. Countersigned by the Clerk.
  
- 3. Apologises for Absence:** police representatives.
  
- 4. To appoint a Vice-chair of Milnthorpe Parish Council for the year 2013/14.**  
**Resolved** – that Cllr Jim Robson be appointed Vice-chair for 2013/14.
  
- 5. To appoint a Past-chair of Milnthorpe Parish Council for the year 2013/14.**  
**Resolved** – that Cllr Neil Dodds be appointed Past-chair for the year 2013/14.
  
- 6. To appoint representatives on outside bodies.** Appointed as follows:
  - Heversham & Leasgill Quarry Fund – Cllrs Bingham and Dodds (res Cllr Troughton).
  - Local Area Partnership (LAP) – Cllr Baverstock.
  - Neighbourhood Forum – Cllr Bingham.
  - Memorial Hall – Cllr Baverstock.
  - Cumbria Association of Local Councils (CALC) – Cllr Lachmann.
  
- 7. Appointment of members of committees, sub-committees etc.** Appointed as follows:
  - Planning – Cllrs Baverstock, Bingham, Dodds, Robson & Troughton (quorum of 3).
  - Finance Working Group – Cllrs Adair, Baverstock and Dodds.
  
- 8. To consider annual subscriptions.**  
**Approved** - CALC - £267 for 2013/14.
  
- 9. Inspection of deeds and investments,**  
Milne Moser Solicitors had confirmed in writing that they held deeds in the name of Milnthorpe Parish Council for the following properties:
  - Three areas of Milnthorpe Green adjoining Main Street (Title CU96091)
  - The Square, Green, Police Square, verges on Main Street & Beetham Road (Titles CU235662 & CU238216).
  - Lease of Recreation Ground, Milnthorpe (Title CU96624).

**This concluded the business of the annual meeting and was followed by a normal monthly meeting of the Parish Council, at approximately 7.30pm, as follows:**

**10. Minutes of the previous meeting** – held on 15 April 2013 had been circulated. These were **approved** by the meeting and signed as a correct record by Cllr Baverstock.

**11. Announcements by the Chair** – Cllr Baverstock congratulated Cllrs Bingham and Stewart on their re-election as members of Cumbria County Council.

**12. Declaration of interest by members in respect of items on this agenda:** none.

**13. Matters arising from the minutes of the meeting of 15 April 2013:**

**13.1** Car parking in the village (5.2) – Cllr Ryder’s report had been received and circulated to all members. **Agreed** - that members should have more time to study the report’s contents which would then be debated at the next (June) PC meeting.

**13.2** Speeding traffic (6.2) – This was also covered by Cllr Ryder’s report. **Agreed** - as above.

**13.3** Verge planting on A6, north from village (6.4) – **Agreed** – to defer further discussion until the the related issue of car-parking in Church Street had been resolved.

**14. Public Participation:**

**14.1 Police Report** – an annual review known to have been prepared but not received in time for the meeting. **Agreed** – to circulate to members on receipt.

**14.2 County Council matters** – Cllr Stewart expected county funds to continue to be available for suitable village projects but may, in future, be offered as matched funding in conjunction with the village’s own resources. The idea had been floated of relaxed parking charges on SLDC car-parks in the village on market days and may proceed with a six-month trial period. This was welcomed by members as a useful way of stimulating market trade.

**14.3 District Council matters** – none.

**14.4 Matters raised by members of the public** – none.

**15. Planning Matters.**

**15.1 Applications under consideration by MPC and SLDC decisions**

**May 2013 meeting**

**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	Response
SL/2013/0289	24-26 Park Rd	Houghton	Formation of additional self-contained flat	17/05/13	No objections

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

SL/2013/0236	Former police station, Beetham Rd	Li	Change of use to private dwelling	14/05/13	No objections – but hope external stonework retained
SL/2013/0260	Stoneleigh, 25 Main Street	Young	Change of use to dental practice	15/05/13	No objections

**Decisions received from SLDC**

SL/2013/0120	1 Ryleyfield Rd	Sierpinski	First-floor extension	Approved with conditions
SL/2013/0173	10 The Flats, Ryleyfield Rd	Henry	Two replacement windows	Approved with conditions
SL/2013/0203	21 Beetham Rd	Davis	Two-storey extension	Approved with conditions

(More planning information available on SLDC website – [southlakeland.gov.uk](http://southlakeland.gov.uk))

**15.2 Related matters & correspondence :**

- Fly-posters for local events – the Clerk had written to Westmorland County Agricultural Society as requested, but as yet no response. **Agreed** – that the parish council request from Spar access to their vacant premises on the Square for the purpose of removing posters left over from earlier events.
- New plastic advertising placards on business premises in the village – SLDC had now been advised three times of possible contravention of planning regulations, but as yet no response. Clerk to make formal representation to SLDC via Cllr Ryder.

## 16. Finance:

MPC – FINANCIAL REPORT

MONTH – APRIL 2013

MEETING – 20<sup>th</sup> May 2013

### 16.1 Report on bank receipts, bank payments (for approval) & bank balances.

Date	Transaction	Payee/er	Detail	Current a/c		Reserve Funds
				£	£	£
01/04/13	Opening balances				7,450.93	22,369.36
30/04/13	Receipt	Market	Rents collected April		998.30	
"	"	Horn	Field rent 2013/14		600.00	
"	"	Corinthians	" " "		15.00	
"	"	Juniors	" " "		10.00	
"	"	Cricket Club	" " "		10.00	
"	"	Homing Scy	" " "		10.00	
"	Payments for April:					
	DD	SLDC	Rates		-127.50	
	214	DD	Texaco	Guard – card	.50	
			VAT	.10		
					-60	
	215	DD	Eon	Pillar 1	14.69	
				VAT	.73	
					-15.42	
	216	DD	Eon	Pillar 2	27.65	
				VAT	1.38	
					-29.03	
	217	DD	Eon	Pillar 3	13.42	
				VAT	.67	
					-14.09	
	218	089	U Utilities	Water bill 2013/14		-112.82
	219	105	Hartley	Internal audit 2012/13		-50.00
	220	106	Hanafin	Timber (play area)	25.16	
				VAT	5.04	
					-30.20	
	221	107	Atkinson	Road cleaning (Main St/Church St)	-633.12	
	222	108	Dallam T	Field rent (6 mths)	-2.50	
	223	109	CALC	Sub. 2013/14	-267.00	
	224	110-115	Payroll	April	-1,406.66	
	225	116	Scargill	Clerk's expenses April	-8.70	
	Total payments in month					-2,697.64
30/04/13	Closing balances				6,396.59	22,369.36
30/04/13	Total funds all accounts					£28,765.95
<b>Reserve Funds at 30/04/13</b>		National Savings Bank		5,469.64		
		HSBC Deposit a/c		16,899.72		
		Total Reserve Funds		£22,369.36		

**Resolved** – that the above payments be **APPROVED**

**16.2 MPC income for 2013/14** – members were asked to note that receipts of the SLDC precept and parish grant and one year's VAT refund had all now been received but fell into the month of May.

**17. Market** – Mrs Johnston's report was encouraging with a welcome increase in stalls and footfall The busker had been well received at the two markets he had attended – a farmers and a normal Friday market.

**18. Milnthorpe Square, fountain site** – Dallam had agreed to provide three excellent dressed stones from the old Bela viaduct as a basis for the proposed heritage trail plaque. These would be retrieved and placed on site as soon as weather conditions permitted.

**19. Playing field matters:**

Tidying round the Corinthians site had been completed but the proposed artificial pitch for the Cricket Club was now in doubt. At the parish council's request, Wicksteed had completed modifications to the children's play area ground cover previously supplied. Increased use of the play area, partly due to the new equipment, had resulted in an increase in the amount of litter; more litter bins may be required. Clerk to enquire as to cost and/or the chance of SLDC providing these. A knife blade had been found at the play area – further checks to be made.

**20. Village planters.** Milnthorpe Allotment Association had been approached regarding any interest they might have in undertaking planting and maintenance of the planters and a response was awaited – to be tabled at the next (June) PC meeting.

**21. Car-parks link path lighting.** No developments. Cllr Bingham to follow up in an effort to secure a sizeable donation from Clocktower

**22. Public toilets in the Square.** No further developments – SLDC response awaited.

**23. Neighbourhood Planning.** At the invitation of members, Mr Peter Shaw, a previous chairman of Heversham Parish Council, attended the meeting to offer advice on this process. He outlined the various stages involved and provided useful sources of information. Much effort was needed by those taking part and professional (planning) assistance would probably be required at some stage – with associated costs. Funds were available to set against this, although precise amounts were difficult to establish. As well as providing a considered local input to the broader development planning process, and hopefully influencing SLDC planning decisions, some financial advantage could be expected from having a neighbourhood plan in place, though precise amounts were as yet difficult to establish.

**24. To receive reports from representatives on outside bodies** – none.

**25. To consider matters from around the parish:**

- **Cllr Scrogg** – the continued use of Haverflatts Lane by minibuses servicing Dallam School and traffic generally travelling too quickly for the conditions here. Traffic jumping the traffic lights at the cross-roads. Some apparently unauthorised building work (now halted) - Clerk to advise Cllr Ryder by copy of this minute. (Cllr Scrogg left the meeting at this point).
- **Cllr Dodds** – delay in trimming trees and verges along Main Street.
- **Cllr Troughton** – excessive volume of Spar forecourt announcements, annoying for neighbouring residents. Cllr Lackmann to try to settle amicably with Spar.
- **Cllr Bingham** – road surface by school in need of attention (would report via Highways hotline).
- **Cllr Bowker** – badly worn road markings a worry.
- **Cllr Lachmann** – traffic speeds generally.
- **Cllr Adair** – little progress on meeting with owner of field and wall on Cemetery Lane. Dallam known to be owner of lane.
- **Cllr Baverstock** – need to have war memorials professionally cleaned before next year's Great War anniversary.

**26. Current PC business list** – developments as follows:

- Item 2** – SLDC response awaited to MPC's show of interest..
- Item 10** - delete.
- Item 13** – Playing field natural area – work on schedule
- Item 23** – Cemetery Lane – more talks with wall owner.

**27. General Correspondence:**

**a. Received by email and forwarded to members:**

- 27.1** – 5 April '13 – SLDC – consultation on updated land allocations.

**27.2** - 7 May '13 – SLDC/LAP – notes from 22 April 2013 meeting..

**27.3** - 20 May '13 – SLDC – updated list of projects.

**b. Received in hard-copy (not circulated):**

**27.4** - undated – Park View Surgery appeal for additional Patient Forum members

**27.5** – undated – Kendal Business Group – voluntary code of conduct proposals for A-boards

**27.6** – undated – SLDC – New Homes Bonus – re affordable housing

**28. Reading Matter**

- Clerks & Councils Direct – issue 87 – May 2013

**29. Notice of items to be included on agenda of June meeting:**

- Cllr Ryder's car-parking and traffic speeding report.

- Planters – following Allotment Association response (to MPC invitation to participate).

**30. Date of next meeting** – normal monthly meeting at 7.30pm on Monday 10 June 2013 at Milnthorpe Methodist Church..

The meeting closed at 8.45pm

Members of the public and the press are welcome to attend any meeting of the Parish Council but may speak only during the Public Participation item on the agenda of that meeting, or otherwise at the discretion of the Chair, to raise matters they wish to bring to the attention of the Parish Council.