

**MINUTES OF LOWER HOLKER PARISH COUNCIL MEETING HELD AT LOWER HOLKER VILLAGE
HALL AT 7.30 PM ON WEDNESDAY 4TH MARCH 2015**

PRESENT

Parish Councillors R Airey, G Gardner (and District Councillor), M Keith, S Rawsthorn, J Ryland, T Wilson, Parish Clerk L Prescott, Canon D Jackson and Rev J Jackson.

14/243 Apologies for Absence

Apologies were received and accepted from Parish Councillor J Rowlandson, County Councillor R Wilson and PCSO H Firth.

14/244 Requests for Dispensations

None

14/245 Declarations of Interest

None.

14/246 Minutes of the Last Meeting

Resolved The acceptance of the minutes of the Meeting of the Parish Council held on 4th February 2015 was proposed by Councillor Rawsthorn, seconded by Councillor Ryland, agreed unanimously and signed by the Chairman.

14/247 Public Participation (at the Chairman's discretion)

Canon and Rev Jackson raised the issue of whether the new burial ground [14/256] was classified as a churchyard or a burial ground and suggested that clarification of the ownership should be established.

14/248 Police

PCSO Howard was absent, however he provided a report of incidents reported to the Police in the Parish over the last 30 days as follows: 5 concerns for welfare.

14/249 District and County Councillors

- a) District Councillor Gardner advised that
There is nothing to report regarding the District Council.
- b) Councillor Wilson was absent and no report has been received due to his ill health preventing him from undertaking his County Council duties.

14/250 Planning Applications

- a) SL/2015/0147, 35 Jutland Avenue, Ravenstown Cumbria LA11 7LF
Demolition of existing single storey rear extension and erection of two storey extension.
This Planning Application is not currently valid as further plans are required by the District Council Planning Department before it can be considered.

14/251 Planning Decisions

None.

14/252 Financial Report

The Financial report as at 24th February 2015 was received.

Resolved to be accepted unanimously.

14/253 Review of Risk Assessment Document.

The Risk Assessment and Management (financial) for period 1st April 2014 to 31st March 2015 were distributed and explained to the Council by the Clerk. No amendments have been made from the previous year.

Resolved The Risk Assessment was approved.

14/254 **Review of Effectiveness of Internal Audit**

The following documents were distributed and explained to the Council by the Clerk:

- a) Review of Effectiveness of Internal Audit 2014/15 – amended to reflect changes made to the Terms of Reference adopted by the Parish Council on 7th May 2014.
- a) Proposed Scope of Internal Audit 2014/15 – un-amended from 2013/14

Resolved These documents were approved.

14/255 **Payment of Accounts**

Resolved The authorisation of the following payments was agreed unanimously:

Clerk's Salary February 2015	£256.88
HM Revenue & Customs PAYE re February Clerk's Salary	£64.40
South Lakes Services (Toilet Cleaning) January 2015 (SO)	£247.26
E.On (Street Lighting - Electricity) (01/01/2015-31/01/2015) (DD)	£20.78
Npower (Toilets – Electricity) (01/11/2014-31/01/2015) DD	£76.39
Viking Direct (Printer & Ink)	£176.92
Peter Lambeth Ltd (New Litter Bin Fitting)	£60.00

14/256 **New Flookburgh Burial Ground**

Councillors Airey and Wilson reported that the meeting about the development and funding for the new burial ground behind St John's Church was well attended. The land has been donated by the Wilson family and is for everyone who lives in the community or has family connections to the community, not just church goers. There will be no charge to reserve a plot, compared to municipal burial grounds where the cost is several hundred pounds. There is an estimated cost of over £7,000 to finalise the site including fencing and planting and fund raising options including a gift day are being planned. At the instigation of Councillor Wilson, the 6 farmers within the parish plus farmers from Stribers and Outerthwaite in the adjoining parish have agreed to provide and install the new fencing around the site. The councillors are supportive of the burial ground and would be prepared to provide some financial support. It was unclear to the councillors as to whether it is defined as a churchyard or burial ground and who now owns the site.

Resolved

- i) To make inquiries as to whether the site will be a burial ground or churchyard and who now has ownership of the site.
- ii) To defer making a grant to support the development until the results of other fund raising is known.

14/257 **Environment Agency - Flood Resilience**

The redrafted Emergency Plan was been forwarded to Jonathan Coates and suggestions received from him and his colleague at the Environment Agency were considered as follows:

- a) Risks to community identified and & relevant response actions. Suggestion that other potential emergencies be included in the plan eg, severe weather (snow/ice) and rail crash.

Resolved - to include additional potential emergencies as suggested.

- b) Identification of vulnerable people/groups in the community – suggestion that individuals are identified

Resolved – to seek further clarification from Mr Coates due to concerns regarding Data protection and difficulty identifying non-residents.

- c) Communication – contacts

Resolved - to defer and consider further at a later meeting

- d) Identifying resources in the community available to assist during an emergency

Resolved - to defer and consider further at a later meeting

- e) Non-Community resources/contacts

Offer by Mr Coates to provide an emergency bag to be located at an evacuation centre with resources to be used by up to 40 people, provide an additional River gauge board in the River Eea and add a community contact to their mailing list to receive detailed forecast information.

Resolved that a River gauge board be requested to be located near Londis shop in Cark, so it is easily visible to the community. Defer other items and consider at a later meeting.

14/258 **Consultation**

The Parish and Town Council Charter for South Lakeland has been redrafted based on feedback received on the previous draft. Its aim is to improve joint working and communication between the

District Council and the Parish/Town Councils. The District Council aim to improve their communications and seek participation; improve interaction in the planning process; provide training on district functions; clarify arrangements regarding precepts and exchange information and aspirations on services and assets.

Resolved

To support the Charter as it will encourage joint working between the District and Parish Councils.

14/259 Lower Holker Community Led Plan

The Clerk reported that the first meeting of the Steering Group to analyse the responses to the questionnaire has been held. Several questions have been considered and analysed and an action plan is starting to be drafted.

14/260 Flookburgh Square

The contractor has been appointed to retarmac the square, however the County Council involvement is currently at a standstill due to the current unavailability of the County Council leads on the project ie County Councillor, Area Engagement Officer and Traffic Management Engineer, who are responsible for the repainting and other works related to the project. The councillors considered whether to proceed with the tarmacking or delay until the County Council leads can again be involved.

Resolved To contact Cumbria Highways and investigate when the project can proceed.

14/261 Cark Public Toilets

No reported issues, however Councillor Keith requested that a sign be put on the men's toilets as has been put on the ladies toilets regarding access.

Resolved The Clerk to put a sign on the men's toilets.

14/262 Website & Facebook

The Parish Clerk reported that the Parish Council Facebook page has been in operation since 2012, it currently has 62 likes and the most views of a posting was 955 people. The Website has been operating since January 2014, there are between 100 and 200 visits a month, and have been 16 in the first 4 days of March 2014. The majority of visits are from computers in GB, but they include Germany, USA, Portugal, Romania, Thailand and Macedonia.

14/263 Highways

No progress to report on outstanding matters.

14/264 Flookburgh & District Recreational Charity

Councillor Gardner reported that Katie Wood and Claire Welburn are working on finalising the tender documents in time for the next Charity meeting.

14/265 Flookburgh Youth Club (Flocks 4 Youth)

The Clerk reported that policies and DBS checks are being finalised in order to restart the junior club independently from Young Cumbria.

14/266 Morecambe Bay Partnership

i) Safeguarding Morecambe Bay Birdlife event.

The Clerk reported that she had attended this event and the focus was on disturbance to birdlife by public access to sites and ways in which it could be reduced. A study had shown that the most disturbance to birdlife was caused by dogs running off lead.

ii) Route through Lower Holker Parish of the proposed Bay Cycle Route from Walney to Glasson.

The Clerk has obtained a copy from Sustrans of the proposed route which is due to be opened in June 2015 for consideration by the Parish Council. The route is intended to provide a view, a brew and a loo.

Resolved No objections to the proposed route.

14/267 **Parish Election Briefing**

The Clerk attended the South Lakeland District Council Election Briefing and has received candidate packs and information regarding the appropriate dates and deadline for submission (by hand by 4pm on 9th April) for the Elections being held on 7th May 2015. Publicity for the Election will be included in Parish Noticeboards, Website, Facebook and the Parish Magazine. Additional candidate packs are available from the Returning Officer at South Lakeland District Council.

14/268 **Correspondence**

The following correspondence was noted:

- a South Lakeland District Council
Private Water Supplies risk assessments - ref Private Water Supplies Regulations Act 2009
Indoor Sports Facility survey
Designation of Lower Allithwaite Neighbourhood Plan Area
- b Cumbria Association for Local Councils (CALC)
Confirmation of Invitation to Royal Garden Party (Councillors Airey and Keith)
NALC Newsletter
Council of the Week nominations invited
NALC updated Legal Topic Note 5, amended to take account of the change in the law that permits email service of the summons and agenda & the government's requirement that councils in England with turnover not exceeding £25,000 should publish the summons, agenda and draft minutes on a website.
Healthwatch Community Engagement Events - 5th March at Westmorland General Hospital, Kendal 10am – 2pm, 17th March at Morrisons Supermarket, Kendal 10am – 2pm.
MRWS : Implementing Geological Disposal - information from stakeholder events.
Friends of the Lake District 'Discover Cumbria' Grant Scheme – to organise events.
Bettercare Together Strategy
- c Cumbria Voluntary Service
Notification of Funding Fair – 11th March, Kendal Town Hall
- d Neighbourhood Alerts
Warnings re alarms telesales calls in Ulverston; cold calling fraud asking for bank details; suspicious doorstep traders from white van in Kendal; pop up 'free' trials of pharmaceuticals; keeping dogs on leads during lambing season.
- e South Copeland Parish Council Network
Duddon Crossing proposal – request for support.
- f Cancercare
Notification of Cancercare Cross Bay Challenge on 28th June, Flookburgh foreshore.

14/269 **Forthcoming Events**

The following events were noted:

7 pm, Thursday 5th March, CALC District Meeting, Gilpin Bridge Inn.

7pm, Monday 9th March, Community Led Plan Meeting, Flookburgh Village Hall.

7pm, Monday 23rd March, Fookburgh Recreational Charity Meeting, 32 Jutland Avenue.

14/270 **Date of Next meetings**

The date of the next Parish Council meeting was noted: Wednesday 1st April at Flookburgh Village Hall at 7.30 pm

The date of the Annual Parish Meeting was noted: Wednesday 29th April 2015 at Flookburgh Village Hall at 7.00 pm.

Clerk to the Council: - Lyn Prescott, 13 Church Walk, Flookburgh, Grange-over-Sands, Cumbria LA11 7JX