

# **KIRKOSWALD PARISH COUNCIL**

Chairman:	Mrs S Quinn (01768) 898543	1 Garth Hill Castle Carrock
Clerk:	Mrs R Lytollis (01228) 670451	Brampton
Email:	kirkoswaldparishcouncil@hotmail.co.uk	Cumbria
Website:	www.kirkoswald.org	CA8 9NE

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## **Annual General Meeting of Kirkoswald Parish Council held at 7.30 pm on Tuesday 8<sup>th</sup> May, 2018 in Kirkoswald Church Institute. This was followed by the Ordinary Monthly Meeting.**

**PUBLIC OPEN MEETING** (15 Mins): Members of the public can address the Council on any issues that they wish to draw to their attention. Afterwards, they cannot interject in the meeting.

**Present:** Mrs S Quinn (Chair), Mr J Little, Mr R Cranston, Mr R Pickthall, Mrs I Henderson, Mrs R Lytollis (Clerk), Mr J Haugh, Mr N Jackson, Mrs B Borgogne, Mr J R Raine, Mr A Jackson, County Cllr Driver & District Cllr Robinson

## **MINUTES**

### **ANNUAL GENERAL MEETING**

#### **1. To receive the Chair's short report for the Council Year 2017/18**

Mrs S Quinn gave a brief report outlining the matters covered during the year:

- The Parish Plan has been finalised.
- The new path to Eden Bridge is nearly finished and is being well used.
- Road safety- new speed restriction zones will be in place shortly.
- Parking is an ongoing problem- Some new road markings have been painted around the Square to try to help the problem and the neighbourhood Police Officer is going to come to the village to discuss solutions.
- The final broadband report has now been received.
- Financial regulations have been reviewed.
- It was agreed that the biggest issue in the coming year is likely to be the devolution of assets.

#### **2. To elect a Chair for Council Year 2018/19-** Mr N Jackson proposed that Mrs S Quinn remain as Chair. This was seconded by Mr J R Raine (unanimous vote).

#### **3. To receive the Chair's signed Declaration of Acceptance of Office-** Mrs S Quinn signed the Chair's Declaration of Acceptance of Office.

#### **4. To elect a Vice Chair for Council Year 2018/19-** It was proposed that Mrs J Tea remain as Vice Chair (subject to her agreement- proposed by Mrs S Quinn, seconded by Mr A Jackson, unanimous vote).

#### **5. To receive apologies-** Mr B Smythe (Broadband), Mrs J Tea & Mr R W Raine

#### **6. Minutes:** It was resolved to accept the minutes of the last AGM held on Tuesday 9<sup>th</sup> May, 2017 as a true record (proposed by Mr J Haugh, seconded by Mrs I Henderson, unanimous vote).

7. **To discuss the co-option of a new councillor-** N/A
8. **To appoint representatives to outside bodies-** It was noted that there is a vacancy on the Church Institute Committee following the resignation of Mr J Haugh.
9. **To appoint committees and sub-committees-** None

## **ORDINARY MONTHLY MEETING**

10. **To receive any declarations of interest-** None
11. **To receive apologies-** Mr B Smythe (Broadband), Mrs J Tea & Mr R W Raine
12. **Minutes:** It was resolved to authorise the Chair to sign the minutes of the ordinary meeting held on Tuesday 10<sup>th</sup> May, 2018 as a true record (proposed by Mr A Jackson, seconded by Mr J Haugh, unanimous vote).
13. **To discuss any matters arising from minutes of previous meetings**
  - Item 6- The Back Lane from Five Lane Ends to Cela bridge- It was noted that the work hasn't been completed yet.
  - The 'No Parking' signs are ready to collect. The Clerk agreed to collect them and deliver them to Mrs S Quinn.
14. **To receive any update on broadband services-** Councillors had each received a copy of Mr B Smythe's report in advance of the meeting. It was reported that Mr B Smythe had liaised with Mr H Quinn about how it can be put on the parish website. Councillors agreed that the suggestions made by Mr Gordon Nicolson were very sound and nothing else is needed. It was agreed to remove broadband from the ordinary monthly agenda and send a letter of thanks to Mr Smythe for all his hard work.
15. **To receive updates on the Community Led Plan and councillor led areas**
  - Footpath towards Eden Bridge- It was reported that the work has now been completed and the footpath is being well used. The footpath up the beck is also now open. Councillors thanked Mr A Jackson for his work. It was noted that there have been some cars parked next to the Eden Bridge traffic lights (on the Kirkoswald side). It was suggested that this problem be mentioned to the police as it is restricting access to the fields.
  - Parking- A councillor said that he believed that the parking of commercial vehicles on the cobbles is not allowed, however councillors decided not to take this any further. It was noted that it had been suggested that it is not clear where the spaces are.
  - It was suggested that notices might be displayed at the entrances to the village saying 'Please Park Considerately'.
  - Condition of roads- Mrs S Quinn and Mr J R Raine reported that they had spent time travelling around the parish looking at the condition of the roads e.g. water flowing on the highway and potholes etc.- Covered under the Highwaysman report.
16. **To receive a report from District Cllr Robinson**
  - Chairman's dinner- Mr N Jackson had attended the dinner as recognition for all his work for the parish. Approximately £3000 was raised for Hospice at Home and Air Ambulance.
  - The terms of reference of a £300 000 fund have been drawn up. Towns and parish councils can bid for the money with grants from £11 – 50k being awarded (they can be up to 75% of the project

total). County Councillor Robinson suggested that it might be appropriate for Kirkoswald Church Institute as their new boiler and heating system are likely to cost in the order of £40 k.

- Transfer of assets- Cllr Robinson said that parishes can be selective as to what they adopt and suggested that a community group could look at renovating the playing field for example. She said that funding is being extended until March 2019. Mrs S Quinn said that she wants to get further information about cost of repairing lights.
- New chief executive has been recruited- Rose Rouse will take over the job shortly (subject to council acceptance). Thirty nine applicants went through a very thorough interview process. The new post is full time.
- The Local Plan has not yet been adopted and cannot be used as weight for planning applications.
- Fellfoot Forward- Meeting held in Castle Carrock recently (minutes of the meetings to be circulated). The group looks at areas along the fell edge from between Brampton and Castle Carrock all the way along to Gamblesby.

#### **17. To receive a report from County Cllr Driver**

- A resilience coordinator has been appointed. Carolyn Otley has worked in mountain rescue and has years of experience with resilience planning.
- Snow review- A second meeting was held last week which both Cllr Driver and Mr J R Raine attended. It had been agreed that the major problem in the fellside area was road clearing. It was noted that there is a weather cam and weather station in place, to monitor weather conditions. She said that the area was well represented by residents of the fellside and said that she was hopeful that it will have a significant effect.  
It was noted that there had been 400 responses to the snow survey, with the results currently being collated. An overview of the statutory responsibilities of all agencies is being drawn together to look at what should be happening. It was suggested that the recent snow should have been deemed a major incident or an unusual incident which would have produced a different response by various organisations. Claire said that she had attended another meeting with the new resilience coordinator, ACT and representatives from various other bodies.
- Contrary to recent press suggestions, farmers will not be prosecuted for clearing the roads, but the County Council will not be responsible if they are injured whilst doing so. County Cllr Driver said that she is going to put a piece in the press thanking farmers for all their hard work. It was noted that contractors can be called in if the weather is poor and the review must ensure that trigger points are at appropriate times.
- Eden Local Committee is now much busier- Cllr Driver is involved with work with the Youth Committee.

**18. To discuss drawing up an Emergency Plan**- This is an ongoing project. Mrs S Quinn reported that she had attended a meeting. It was noted that there is some funding available for drawing up a plan. District Cllr Robinson suggested that Tracey Moran could help put it all in context.

**19. To receive an update on the upkeep of Kirkoswald Church Institute**- It was reported that heating is to be installed over the summer period.

#### **20. To discuss the suitability of Renwick Reading Room as a meeting venue**

A number of concerns have been raised about the suitability of the reading room for parish council meetings, partly due to its current condition. These included the damp atmosphere (mildew) which causes problems for those with asthma, no disabled access and no toilet facilities for those who have to travel to the meeting. It was noted that many events are held at the hall and the parish council has given grants in recent years in the order of £550 per year. Councillors agreed that they would always

hold three meetings per year in Renwick, but might need to consider whether the chapel would be a more suitable venue (as it has disabled access and facilities).

**21. To discuss the proposed transfer of assets**

Mrs S Quinn said that the parish council needs to consider whether we want to take over the area of land by Roods Drive, the footway lights and playing field in Kirkoswald. District Cllr Robinson said that she thought that the decision date had been rolled forward from 31<sup>st</sup> March. It was agreed that councillors felt that they were under a lot of pressure to make a quick decision. Cllr M Robinson said that she would look into whether the date could be pushed back. Councillors felt that they would be happier to adopt the playing field and the land near Roods Place, but were very concerned about taking over the footway lights. Mrs S Quinn said that she would write a letter and it was agreed to call an extraordinary meeting if the date isn't moved (proposed by Mr A Jackson, seconded by Mr R Cranston, unanimous vote).

**22. To consider any Police issues arising- None**

**23. To receive the Highwayman's Report and discuss matters related to Highway**

- Potholes- County Cllr Driver agreed to have a ride around the parish with Mr J R Raine to look at them.
- Water on the road by the traffic lights at Eden Bridge.
- It was suggested that the condition of the roads is worse than it has ever been.
- There is still a massive pothole on the road from Croglin and Renwick.
- 30 mph zone signs are on the way for Renwick and High Bankhill,
- Footways lights- already covered.

**24. To receive the Financial Report**

- It was resolved to make the following payments (proposed by Mr R Pickthall, seconded by Mr J R Raine, unanimous vote):

Clerk's Salary, Expenses & Laptop (50%)	£ 483.28	(Chq No: 101088)
Cumbria In Bloom	£ 40.00	(Chq No: 101089)
Cumbria Association of Local Councils	£ 225.00	(Chq No: 101090)
Kirkoswald Football Club	£1000.00	(Chq No: 101091)
Kirkoswald Methodist Church	£1000.00	(Chq No: 101092)
Kirkoswald Parochial Church Council	£1000.00	(Chq No: 101093)
Cheque	Spoiled	(Chq No: 101094)
Renwick Reading Room	£ 500.00	(Chq No: 101095)
Fellrunner Village Bus Ltd	£ 316.20	(Chq No: 101096)
Kirkoswald Church Institute	£1500.00	(Chq No: 101097)
Lazonby & District Swimming Pool Association	£ 250.00	(Chq No: 101098)
Renwick Church	£ 750.00	(Chq No: 101099)
Great North Air Ambulance	£ 250.00	(Chq No: 101100)
Grafix Signmakers Ltd	£ 57.60	(Chq No: 101101)

**25. To consider any planning applications made and related matters- None**

**26. To receive decisions on planning applications made- None**

**27. To consider correspondence received**

- Methodist Chapel footpath- It was agreed to establish ownership of the path and Mr A Jackson agreed to cut the grass along the edge.

**28. To receive Councillors' reports and items for future agendas**

- Litter at Scalehouses
- Transfer of assets

**29. Date of the next meeting**- 7.30 pm on Tuesday 12<sup>th</sup> June, 2018 in Kirkoswald Church Institute

Signed: *R. E. Lytollis*

Clerk to Kirkoswald Parish Council

Date: 08/05/2018