

ALLITHWAITE AND CARTMEL PARISH COUNCIL

EXTRAORDINARY MEETING MINUTES OF ALLITHWAITE AND CARTMEL PARISH COUNCIL HELD IN CARTMEL VILLAGE HALL – THURSDAY 5TH AUGUST 2021

Present: Cllr Johnson (Chair), Cllr Dean, Cllr Huggett, Cllr Lamb (vice-Chair), Cllr Sim.

Cllr Lamb agreed to take the minutes of the meeting.

Item	Action Point	Person
1	Apologies received from: Cllr Anderson, Cllr Lewis, Cllr Simpson, Cllr France, Julie Hendry (Parish Clerk)	
2	Declarations of interest/Requests for Dispensations: None received	
3	Requests for Dispensations. None received	
4	Public Participation: None received	
5	<p>Riverside Toilets Project Plan Proposals – Cllr Dean and Lamb Cllr Johnson stated that previous minutes and information via e-mail has provided Councillors with sufficient information to make a decision this evening on the four proposals submitted by Cllr Dean, namely:</p> <ul style="list-style-type: none"> a. <i>To receive the project plan (previously circulated) and to request ongoing updates from Cllr Dean on its progress and for all issues and risks to be immediately brought to the attention of the PC.</i> b. <i>To confirm that the amended Appointment Agreement has been signed by the Chair/Vice-Chair signalling that the project can recommence.</i> c. <i>Subject to the agreement of a. and b. above, to instruct Mellor’s to obtain formal fee quotes for the quantity surveyor, structural and services engineers and in the event of those being lower than the provisional quotations, for Council to proceed with those appointments. In the event quotes are higher, Council approval to be sought before proceeding.</i> d. <i>To appoint Mellor’s as CDM Project Designer.</i> <p>Cllr Dean pointed out that currently we do not have a signed contract with Mellor’s. Cllr Johnson will sort out in the morning with the Parish Clerk.</p> <p>Cllr Johnson then put to the meeting the proposals above in 5(a), 5(b), 5(c) and 5(d) which were approved unanimously.</p> <p>Cllr Dean explained that currently Curtins had come in with a quote of £1,900, invoice must go to Julie, and asked if he should formally respond. Cllr Johnson stated that this should come from the Parish Clerk, Julie.</p>	<p style="text-align: center;">CJ</p> <p style="text-align: center;">BD/CJ</p>
6	<p>Cottage and Shed Refurbishment – Update – Cllr Dean and Lamb Cllr Johnson read out a late e-mail from Cllr Dean which some members present had not received, and briefly covers:</p> <ul style="list-style-type: none"> a. Requesting a Structural Engineer to report on the building walls. It was agreed that this should also include the shed. 	

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	<p>b. Following Structural Engineers report appoint a Quantity Surveyor who would prepare a Schedule of Works.</p> <p>c. Council needs to make a decision on the 'Lean-to'/Shed, is it to be demolished and a new build. Cllr Johnson pointed out that the council had already agreed to replace the 'Lean-to'/Shed, ie: demolish and replace.</p> <p>d. The extent of the work required will include:</p> <ul style="list-style-type: none"> (i) Replacing all the windows and front door (ii) Replacing the fascia board with plastic fascias (iii) Replace guttering (iv) Provide extractor fan in bathroom (v) Extraction hood for kitchen (vi) Repairs to the external walls <p>A discussion covered the need to ensure that during the process we keep the current occupants fully informed and on board, it was agreed that we must ensure that whatever is done to the property it is done properly and correctly.</p> <p>Cllr Dean queried whether it was necessary to replace all the windows as he thought this was not necessary. Following discussion, it was agreed all the windows should be replaced. It was also agreed that the windows and doors, internally and externally, are taken back to the internal plaster to bare wall to dry-out and re-plaster.</p> <p>It was agreed that the Structural Engineers report on the Cottage MUST include the 'Lean-to'/Shed. A general discussion on what we should do about the shed was highlighted by Cllr Sim who stated that as we are getting a professional in for advice leave it up to them which we can then be guided, agreed.</p> <p>Cllr Huggett informed the meeting that he had a selection of photos when the Cottage was refurbished in 2011 if anyone was interested to view.</p>	
<p>7.</p>	<p>Next Meeting The next meeting will take place on 9th September 2021 at 7pm in Cartmel Village Hall.</p>	<p style="text-align: center;">ALL</p>