

# ALLITHWAITE AND CARTMEL PARISH COUNCIL

## MINUTES OF ALLITHWAITE AND CARTMEL PARISH COUNCIL HELD AT CARTMEL VILLAGE HALL ON THURSDAY 16<sup>th</sup> SEPTEMBER 2021

**Present:** Cllr Johnson (Chair), Cllr Dean, Cllr Hanlon, Cllr Lamb (vice-Chair), Cllr Lewis, Cllr Sim, Cllr Simpson and Julie Hendry, Parish Clerk ([acpc.clerk@gmail.com](mailto:acpc.clerk@gmail.com))

**In attendance:** Mrs D Knipe, Mr C Taylor, Mrs A Sharp and Mrs A Pollard

Item	Action Point	Person
1	<b>Apologies received from:</b> Cllr Gardner, Cllr Huggett and Cllr Sanderson	
2	<b>Declarations of interest:</b> None received	
3	<b>Requests for Dispensations:</b> The Parish Clerk advised that no requests had been received for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.	
4	<b>Minutes of the previous meeting held on 8 July and 5 August 2021 (PC and extraordinary PC meeting respectively):</b> The minutes were noted and accepted as a true reflection of the meeting by the Council.	
5	<p><b>Public Participation:</b></p> <p>a. Community participation:</p> <p style="margin-left: 20px;">i. Two members of the public, Mrs D Knipe and Mr C Taylor, attended to re-state her concerns related to the designation of land attached to the building plot at Ridgeway, Jack Hill, Allithwaite. Further discussion took place as part of the formal meeting agenda which can be seen in item 8b(ii) below.</p> <p style="margin-left: 20px;">ii. Mrs A Sharp attended to provide her view on the safety concerns and the planting and future management arrangements for The Triangle, Allithwaite. Further discussion took place as part of the formal meeting agenda which can be seen in item 11a below.</p> <p>b. District Council update: Cllr Hanlon was welcomed to the PC meeting as a new District Councillor and provided an update on the recent SLDC meeting and specifically the Local Government Review proposals and consultation on the Local plan. Congratulations were made to ACPC for their leading role in the Greening Campaign.</p> <p>c. County Council update: None received</p>	
6	<p><b>Action from Previous Minutes</b></p> <p>a. Neighbourhood Plan update: Cllr Lamb advised that there had been two recent requests for accessible versions of the Neighbourhood Plan which he had responded to.</p> <p>b. Local plan update: Cllr Dean requested that the Councillors needed to be clear of how and where the meeting should be conducted and it was agreed that a face to face meeting would be preferred. Cllr Dean agreed to coordinate a date and venue.</p>	<b>BD</b>
7	<p><b>Correspondence, meetings and consultations</b></p> <p>The following items were noted as they had previously been circulated for information:</p> <p>a. SLDA meeting, 16/9/21, sent by CALC</p> <p>b. Local government reorganisation update sent by CALC</p> <p>c. Community Flood Training sessions sent from South Lakeland Area Support Team</p>	

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	<p>d. Grammar Hotel wedding reception noise complaint from 2 residents. Cllr Johnson reported on verbal complaint received and will send the complaint information to enable the Parish Clerk to signpost her to the HIAMs reporting website.</p>	<p><b>CJ/JH</b></p>
<p><b>8</b></p>	<p><b>Planning:</b></p> <p>a. The following planning applications were considered:</p> <ul style="list-style-type: none"> <li>i. SL/2021/0844, Greenfield Lodge, Aynsome Road, Cartmel, Demolition of existing dwelling and construction of replacement dwelling (Resubmission of SL/2021/0317). ACPC agreed NO OBJECTION.</li> <li>ii. SL/2021/0873, 1 Templand Cottages, Cartmel Road Allithwaite LA11 7QZ. Extension to existing garage to provide annex accommodation comprising two bedrooms, bathroom and living / dining / kitchen. External terrace, fencing, gate and footpath link to dwelling. Cllr Dean agreed to draft a response for the Parish Clerk to submit to SLDC on behalf of the PC.</li> <li>iii. SL/2021/0853, Hill View, The Causeway, Cartmel, LA11 6PW. Loft conversion and construction of a rear dormers. Cllr Dean agreed to draft a response for the Parish Clerk to submit to SLDC on behalf of the PC who voted unanimously to OBJECT to this application.</li> </ul> <p>b. Update on outstanding planning matters</p> <ul style="list-style-type: none"> <li>i. SL/2021/0321 upgrading of the racecourse car park including drainage: Cllr Johnson reported that this upgrade was not going to be pursued.</li> <li>ii. SL/2021/0328 Land at Ridgeway, Jack Hill, Allithwaite: Also see Community Participation (5a) above. Following recent correspondence from Mrs Knipe, owner of said land, and in response to views expressed in the public participation section of the meeting, the Parish Clerk read the approved minutes relating to the advice provided to Mrs Knipe at the last PC meeting. Cllr Lamb reiterated the role of the PC and the need for the issue to be raised with SLDC. Councillors advised Mrs Knipe that the PC comment to the planning application was NO COMMENT and that it was not in a position to change that decision. In response to a request to advocate on behalf of Mrs Knipe she was advised that the PC has a responsibility to represent the views of the wider community and that intervention may be misconstrued as unfair by those parishioners holding an alternative view. Following further discussion it was agreed that the Parish Clerk would write to SLDC to determine when their review of the designation of the land was taking place in order to provide Mrs Knipe with the opportunity to take the necessary steps.</li> </ul>	<p style="text-align: center;"><b>BD/JH</b></p> <p style="text-align: center;"><b>BD/JH</b></p> <p style="text-align: center;"><b>JH</b></p>

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<b>9</b>	<p><b>Quarry update:</b> Cllr France was thanked for her input, and that of other Councillor colleagues, into understanding and resolving the issues that had been raised in relation to health and safety at the quarry.</p> <ol style="list-style-type: none"> <li>a. The survey findings and next steps were noted by all present.</li> <li>b. A quotation to erect suitable fencing adjacent to the quarry has been received and additional quotes are also being sought.</li> <li>c. Cllrs France and Sim agreed to update the quarry element of the PC Risk Assessment.</li> </ol>	<b>CF/SS</b>
<b>10</b>	<p><b>Website development:</b></p> <ol style="list-style-type: none"> <li>a. Cllr Lewis gave an update on the progress being made by the Media Working Group and requested that Councillors visit the development site to review the contents for errors, omissions and gaps in content ready for its launch.</li> <li>b. The Parish Clerk provided an update on the website domain name change application and on the provision of PC specific email accounts for use by councillors when conducting PC business.</li> </ol>	<b>ALL</b>
<b>11</b>	<p><b>Allithwaite matters:</b></p> <ol style="list-style-type: none"> <li>a. Allithwaite Triangle: See also item 5a (ii) above in public participation. Issues related to the safety of road users as a result of poor visibility were raised by members of the public and were agreed with by Councillors. Key to the concerns were the arrangements for tending the area and planting causing visual obstruction during certain times of the year. Following discussion a proposal was made by Cllr Lewis to plant grass and native wildflower species that would be manageable and would also support biodiversity in the area. The vote was carried with five councillors in support with two abstentions. It was also agreed that, until the plan to undertake this work was implemented, that the current residents would continue to maintain the area and that the PC would be making contact nearer the time to discuss planting.</li> <li>b. The report for the removing/reduction of the shed adjacent to the Parish Cottage safe level, and for windows and door replacement and re-plastering was discussed. Subject to the structural engineer offering guidance on demolition of the lean-to store, Cllr Dean will then proceed to:             <ol style="list-style-type: none"> <li>i. Obtain a minimum of three quotes to be returned to the Parish Clerk for presenting to the Council</li> <li>ii. Ask the structural engineer to review the cracks in the external render and assess the gable end stability and provide a quote for this work</li> <li>iii. Obtain a minimum of three quotations for replacement windows, fascias and downspouts</li> </ol> </li> </ol>	<b>CJ</b>  <b>BD</b>

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<b>12</b>	<p><b>Cartmel matters</b></p> <p>a. Riverside Toilets project update: Cllr Dean advised that Mellor’s as PMs hope to be able to obtain three quotes for the project to proceed in line with the plan.</p> <p>b. It was agreed unanimously that Mellor’s Architects would incorporate the role of Quantity Surveyors, in their capacity of Project Managers and as Chartered Architects, for the Riverside Toilets project at a cost of £2000.</p> <p>c. The Parish Council are required to serve notice on the owners of the Fish Slabs in order to carry out the restoration and investigations are underway to determine ownership.</p>	<p><b>BD</b></p> <p><b>BD</b></p> <p><b>BD</b></p>
<b>13</b>	<p><b>Finances, Audit and Risk Management</b></p> <p>a. The Parish Council noted and approved the payment of the cheques listed on the meeting agenda.</p> <p>b. The Parish Clerk reported that the matter of the payment of a disputed utility bill for the Riverside toilets had now been resolved. Cllr Dean was thanked for his efforts in reaching the successful conclusion.</p> <p>c. The Neighbourhood Plan budget, previously sent for information, was noted by the Council. Cllr Lamb advised that it was currently showing a £200 overspend but this would balance later in the financial year.</p> <p>d. The following policies were approved and adopted by the Parish Council (previously circulated for comments) and will be published on the new website:</p> <ul style="list-style-type: none"> <li>i. Councillor’s Induction Guide</li> <li>ii. Standing Orders 2021</li> <li>iii. Emergency Plan (part I)</li> <li>iv. Emergency Plan (part II), available on request only not for publication on the website</li> <li>v. Equality and Diversity policy</li> <li>vi. Equal Opportunities Policy</li> <li>vii. Bullying and Harassment Policy</li> <li>viii. Grievance and Disciplinary Policy</li> </ul>	
<b>14</b>	<p><b>Highways / Hedges / Roads / Pavements</b></p> <p>a. No issues for reporting on HIAMS were raised at the meeting.</p> <p>b. Cllr France reported that SLDC have previously cut the hedge at Highcroft and requested that they do it again as it is causing issues for road users.</p> <p>c. Cllr Dean reported no progress with the adoption of Cartmel footbridge and agreed to approach Cllr Sanderson for an update.</p> <p>d. Cartmel TRO: Cllr Dean reported that no contact had been received from Victoria Upton regarding the review.</p> <p>e. The road closure planned for 26/11/21 Christmas in Cartmel event was noted by the Council.</p>	<p><b>CF</b></p> <p><b>BD/SS</b></p>

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<b>15</b>	<p><b>Questions and answers</b></p> <p>a. Cllr Sim advised that he had been approached for permission to erect a tree in KGV playground and it was agreed that this would be discussed on the next agenda.</p> <p>b. A request was made for the pointing of KGV boundary wall to be discussed at the next meeting.</p> <p>c. Cllr Anderson asked where issues related to gulley clearing should be reported and was advised that this should be done using the highways reporting system (HIAMS)</p> <p>d. Cllr Dean asked when the next finance meeting (FGWG) would be held and was advised that once the external audit had been completed there would be greater opportunity to arrange additional meetings.</p> <p>e. Cllr Johnson asked whether the use of the shed was included as part of the lease of the Parish Cottage.</p>	<p><b>JH</b></p> <p><b>JH</b></p> <p><b>CA</b></p>
<b>16</b>	<p><b>Items for the next meeting agenda</b></p> <p>a. To receive a bank reconciliation for year to date 2021/22</p> <p>b. Approval and adoption of the following policies:</p> <ul style="list-style-type: none"> <li>i. Code of Conduct approval following review of CALC version</li> <li>ii. Financial Regulations 2021</li> <li>iii. Reserves Policy</li> <li>iv. Procurement Policy</li> <li>v. Expenses Policy</li> </ul> <p>c. To review and agree an approach to updating the Parish Asset Register</p> <p>d. Racecourse traffic, updates from Councillors: ALL</p>	
<b>16</b>	<p><b>Next Meeting</b></p> <p>The next meeting will take place on 14<sup>th</sup> October 2021 at 7pm in Cartmel Village Hall with an informal gathering for Councillors at 6.45pm.</p>	<b>ALL</b>