



**MEETING OF ALLITHWAITE AND CARTMEL PARISH COUNCIL
BEING HELD ON**

**Thursday 16th September 2021
Cartmel Village Hall at 7pm**

AGENDA

1. **Apologies:** Cllr Huggett and Cllr Sanderson
2. **Declarations of Interest/Requests for Dispensations:** From elected and co-opted members in respect of items on the agenda
3. **Approval of Minutes:** 8 July and 5 August 2021 (PC and extraordinary PC meeting respectively) previously circulated for comments and amendments
4. **Public Participation:** Please notify the Parish Clerk acpc.clerk@gmail.com in advance if you plan to attend so that the appropriate social distancing measures can be maintained in the Village Hall.
 - a. **Community Participation:** Members of the public will be given the opportunity to speak, raise matters of interest or ask questions with regard to the agenda when invited by the Chair
 - i. Mrs D Knipe, land at Jack Hill, Allithwaite
 - ii. Mrs A Sharp, Allithwaite Triangle
 - b. District Council update: Cllr Gardner/Cllr Hanlon
 - c. County Council update:
5. **Action from Previous Minutes** (if not covered elsewhere on the agenda)
 - a. Neighbourhood Plan update: Cllr Lamb
 - b. Local plan update: Cllr Dean
6. **Correspondence, meetings and consultations:** (for information as previously circulated):
 - a. SLDA meeting, 16/9/21, CALC
 - b. Local government reorganisation update, CALC
 - c. Community Flood Training sessions, South Lakeland Area Support Team
 - d. Grammar Hotel wedding reception noise complaint from 2 residents
7. **Planning**
 - a. Consideration of relevant planning applications:
 - i. SL/2021/0844, Greenfield Lodge, Aynsome Road, Cartmel, Demolition of existing dwelling and construction of replacement dwelling (Resubmission of SL/2021/0317). Deadline 21/9/21.
 - 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 paving / footpath link to dwelling. Deadline 1/10/21.
 - iii. SL/2021/0853, Hill View, The Causeway, Cartmel, LA11 6PW. Loft conversion and construction of a rear dormers. Deadline 27/09/21.
 - b. Update on outstanding planning matters
 - i. SL/2021/0321 upgrading of the racecourse car park including drainage: Cllr Johnson
 - ii. SL/2021/0328 Land at Ridgeway, Jack Hill, Allithwaite: Also see Community Participation (4a) above, Cllr Lamb to update

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8. **Quarry update:** Cllrs France and Johnson
 - a. Survey findings and next steps: Cllrs France and Johnson
 - b. Quarry safety fence quotation and next steps
 - c. Risk assessment update and potential implications for insurance

9. **Website development:**
 - a. Media Working Group update: Cllrs Lewis, Lamb, France and Sim
 - b. Domain name change application and email accounts: Parish Clerk

10. **Allithwaite matters:**
 - a. Cottage report and agreement to tender for shed removing/reduction to safe level, windows and door replacement and re-plastering: ALL

11. **Cartmel matters:**
 - a. Riverside Toilets project update: Cllr Dean
 - b. Approval of Mellor’s Architects to incorporate the role of Quantity Surveyors, in their capacity of Project Managers and as Chartered Architects, for the Riverside Toilets project: ALL
 - c. Fish Slabs project update: Cllr Dean

12. **Finances, Audit and Risk Management**
 - a. The Parish Council to approve the payment of the invoices received since the last meeting, see below:

Payee	Reason for payment	Value	Approval in retrospect
Dean Shaw	Orchard cutting/strimming (June)	£376.20	No
Npower	Electricity riverside WCs (Apr, May, June)	£105.60	No
Amazon	Brackenstyle bench	£319.00	No
Jon Wright	Cemetery/Triangle grass cutting March-June inc	£544.00	No
Grange Now	Newsletter (August)	£520.00	Yes
Cumbria Waste	Bin emptying (cemetery)	£30.32	Yes
SLCC	CiLCA registration	£410.00	No
Christian’s Environmental	3D modelling (Fish Slabs)	£480.00	Yes
A Workman	Lengthsman services	£152.00	Yes
GLB signs	Quarry safety signs	£79.74	Yes
Cllr Sim	Orchard cutting, bailing, disposal costs	£50.00	Yes
Cllr Sim	Bench securing sundries	£50.00	Yes
Waste Not Want Not	Holiday food boxes	£1290.00	No
Cumbria Waste	Bin emptying (cemetery)	£21.92	Yes
Dean Shaw	Orchard cutting/strimming (July)	£376.20	Yes
Waterplus+	Riverside toilets outstanding water bill	£384.87	Yes
Viking	Neighbourhood Plan postage	£2113.03	Yes
Cllr Lamb	Neighbourhood Plan stationery expenses	£344.92	Yes
J Hendry	Clerk salary (August)	£582.40	No
HMRC	Tax payment (August)	£145.60	No
Grange Now	Newsletter (September)	£359.10	No
Westmorland Gazette	NP consultation advert	£134.64	Yes

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SLDC	NP printing	£200.00	No
WML Consulting	Structural Engineer (Fish Slabs project)	£900.00	No
A Workman	Lengthsman duties (August)	£132.00	No
Kirkwells	Revision of Neighbourhood Plan	£4080.00	No
Viking Ltd	Stationery order	£65.24	No
Dean Shaw	Orchard cutting/strimming (August)	£300.80	No
SLOG	SLOG membership (orchard)	£30.00	No
Cumbria Waste	Bin emptying cemetery	£23.60	No
J Hendry	Clerk salary (September)	£582.40	No
HMRC	Tax payment (September)	£145.60	No

- b. Riverside toilets utility bills update: Parish Clerk
- c. Neighbourhood Plan budget for information
- d. The following policies to be approved and adopted by the Parish Council (previously circulated for comments):
 - i. Councillor's Induction Guide
 - ii. Standing Orders 2021
 - iii. Code of Conduct approval
 - iv. Emergency Plan (parts I and II)
 - v. Equality and Diversity policy
 - vi. Equal Opportunities Policy
 - vii. Bullying and Harassment Policy
 - viii. Grievance and Disciplinary Policy

13. Highways, Hedges, Verges, Roads and Pavements:

- a. Issues for reporting on HIAMS: ALL
- b. Hedge at Highcroft: Cllr France
- c. Adoption of Cartmel footbridge update: Cllr Dean
- d. Cartmel TRO: Cllr Dean
- e. Christmas in Cartmel event, road closure 26/11/21

14. Questions / Answers: ALL

15. Items for next Agenda:

- a. To receive a bank reconciliation for year to date 2021/22
- b. Approval and adoption of the following policies:
 - i. Financial Regulations 2021
 - ii. Reserves Policy
 - iii. Procurement Policy
 - iv. Expenses Policy
- c. To review and agree an approach to updating the Parish Asset Register
- d. Racecourse traffic, updates from Councillors: ALL

16. Date of next Parish Council meeting: 14th October 2021 at 7pm in Cartmel Village Hall, councillors to convene for informal networking at 6.45pm.

Signed: Julie Hendry, Parish Clerk/Responsible Finance Officer

Date: 9 September 2021