

# Hesket Parish Council

## Minutes of the Annual Meeting of Hesket Parish Council held on Tuesday 14<sup>th</sup> July 2020 at 7.30pm via Zoom.

**Present:** Councillors; Gillian Campbell, Barry Davidson, Gillian Gibson, Matthew Graves, Elaine Martin (Chair), David Porter, Jenny Porter, David Ryland, David Scurrah, Christine Steel, Vivian Waugh, Tom Wentworth-Waites

Due to technical difficulties, Councillor D Porter and Councillor Steel's participation was limited.

Officers; Lisa Beken (Clerk)

Mrs Harvey, head teacher of High Hesket Primary School was present, alongside one school governor.

Two members of the public were also present.

- 07/20/1** **Extension to Chair's term: RESOLVED** that it was agreed that Councillor Martin should remain as Chair of the Hesket Parish Council until the Annual Parish Council Meeting in 2021, as per [The Local Authorities and Police and Crime Panels \(Coronavirus\) Regulations 2020, Part 4](#).
- 07/20/2** **Apologies for absence: RESOLVED that the following absences be noted:**
- Councillor John Dowes (apologies received);
  - PCSO Erica Norman (apologies received);
- Councillor Hugh Lowthian and Councillor Alan Sillito both tendered their resignations from the Parish Council, prior to the meeting. **RESOLVED** that these were accepted.
- 07/20/3** **Declaration of interests: RESOLVED** that no declarations of interest were made.
- 07/20/4** **Minutes: RESOLVED** that the minutes of the Ordinary Parish Council Meeting held on March 10<sup>th</sup> 2020 were confirmed as a true record and were signed by the Chair.
- 07/20/5** **Matters arising from the minutes: RESOLVED** that there were no matters arising from the minutes of the previous meeting.
- 07/20/6** **Chair's announcements: RESOLVED** that the Chair made no announcements.
- 07/20/7** **Annual Accounts: RESOLVED** that the annual accounts for 2019-2020 were approved and signed by the Chair, Councillor Elaine Martin.
- 07/20/8** **Public Participation: RESOLVED** that no issues were raised.
- 07/20/9** **Cumbria County Council Report: RESOLVED that Councillor Wentworth-Waites** updated Councillors regarding the County Council's actions on covid-19, including concerns raised regarding road closures at Penrith town centre. Councillor Wentworth-Waites also confirmed that options for the future of Newton Rigg are still being investigated by national government; that the Parish Council have been awarded a 0-19 Community Grant towards the renovation of Armathwaite Play Area; and that he would contact the Clerk with an update regarding speed limit considerations on the A6 at High Hesket.
- 07/20/10** **Eden District Council Report: RESOLVED that Councillor Ryland** gave the following report:  
*Emergency powers were assumed by the District Council under government law following the covid19 pandemic, the County Council have assumed the role of lead, Eden have done a great job in distributing the many forms of business grants available, over 22 million pounds of help have been given. Only recently have council committee meetings resumed on Microsoft Teams. An Extraordinary Meeting of Full Council took place on 25th July where the new Budget planning committee terms of reference were agreed and the Greenwich Leisure Ltd contract was extended for a further five years.*  
*Three working groups were established consisting of nine councillors in each from the various groups on council;*
- One Eden group
  - Planning policy group
  - Zero carbon group
- These groups will meet and discuss in great detail the three topics. For those on social media, during the last three months I have shared a great deal of information as I have received it to the two local covid community groups that I am a member of and the Council has regularly placed a full-page paper advertisement in the Herald newspaper.*

- 07/20/11** **Cumbria Police Report: RESOLVED** that PCSO Norman was not present but provided a full report on crime in the Parish since the last meeting, which was read to the Council, and will be made available through the Parish Council website.
- 07/20/12** **High Hesket School Parking Issues: RESOLVED** that Mrs Harvey, Head of High Hesket Primary School, was present at the meeting and provided an update. At present, the application for a car park in the school field is on hold. This application was to alleviate the issue of teacher's vehicles parking in the street; current information is that the field is owned by Cumbria County Council; Sport England would have to give permission for any change of use to a school playing field. This may be resubmitted in the future. Due to covid-19 restrictions, from September children will be arriving and leaving school on a staggered basis, which may alleviate issues with parents' vehicles.
- 07/20/13** **Low Hesket Bus Shelter: RESOLVED** that Councillors were informed that Cumbria County Council had agreed to the siting of the bus shelter and to provide grant funding. Due to a limited response to the tender invitation for the construction of a base for the shelter, the Clerk was instructed to re-advertise, with a deadline of July 31<sup>st</sup>. If no further responses were received, it was agreed that the Clerk should engage the lowest priced submission.
- 07/20/14** **Plumpton Bring Site: RESOLVED** that Councillors were informed that Eden District Council had proposed the removal of recycling facilities at Plumpton on the A6, due to persistent misuse and fly tipping. Councillors expressed concern that fly tipping would continue, either at the disused site or in other locations within the Parish, including at the bring site at Low Hesket Village Hall. Councillors were in agreement that Eden District Council should ensure that the empty site is fenced off securely, to prevent future issues there.
- 07/20/15** **Armathwaite Play Area Renovation: RESOLVED** that Councillors were informed that sufficient funds had been raised to begin installation of the new play equipment. The Clerk will continue to pursue funds for an accessible path and for benches.
- 07/20/16** **Holme Holt Car Park: RESOLVED** that Councillors were informed that Ainstable Parish Council had cancelled the planned public meeting until further notice, due to covid-19 restrictions.
- 07/20/17** **Daffodil Walk: RESOLVED** that Councillors were informed by Councillor Ryland of plans to establish a memorial to victims of covid-19 in the form of a walking route through parts of the Parish, with fundraising under way and a [Facebook page](#) established. Councillors were read a letter from a resident raising concerns over the project. These were addressed by Councillor Ryland. **RESOLVED** that the Parish Council agreed to support the project with a £300 donation.
- 07/20/18** **Grant Applications: RESOLVED** that the following grants were also awarded;
- a) Court Thorn Patient Participation Group Prescription Delivery Service - £350.
  - b) St Mary the Virgin's Church, High Hesket - £300.
- 07/20/19** **Woodland Creation, Hutton in the Forest: RESOLVED** that Councillors supported plans to plant small scale native woodland within the Parish.
- 07/20/20** **Policy updates: RESOLVED** that Councillors approved updates to Standing Orders, Financial Regulations and the Equal Opportunities Policy, and approved the Armathwaite Play Area Risk Assessment, all other policies having been reviewed by the Clerk prior to the meeting.
- 07/20/21** **Planning decision notices: RESOLVED** that the Council was informed of the following planning decisions in the Parish.
- a) 20/0052 3 Barrow Mill Cottages, Southwaite, Carlisle. Conversion of mill building to dwelling. **GRANTED**
  - b) 20/0095 Romanway Farm, Plumpton, CA11 9NS. Extension to existing livestock buildings. **GRANTED**
  - c) 20/0120 Causeway House, Carelton, Carlisle, CA4 ODA. Variation of condition 2 (plans compliance) to re-position the silage clamp, attached to approval 19/0800. **GRANTED**
  - d) 20/0145 Thackwood Farmhouse, Southwaite, CA4 0PZ. Proposed two storey and single storey extension. **GRANTED**
  - e) 20/0001 Beckstones Farm, Southwaite, CA4 0PY. Retrospective application for 4 no. Biomass boiler sheds and 3 no. pellet storage bins. **GRANTED**
  - f) 20/0002 Beck House Poultry Unit, Southwaite, CA4 0PY. Retrospective planning application for 3no. biomass boiler sheds and 2no. pellet storage bins. **GRANTED**
  - g) 20/0192 Holly Cottage, High Hesket, CA4 0HU. Summer House in front garden. **GRANTED**

- h) 20/0208 Monks House, Plumpton, CA11 9NS. Proposed covered silage pit. **GRANTED**
- i) 20/0147 Birkthwaite Mews, Wreay, CA4 0RZ. Part retrospective change of use from agricultural field to domestic use and siting of 2 storage buildings. **REFUSED**

**07/20/22**

**Planning Applications: RESOLVED** that the Council was informed of the following comments passed to Eden District Council.

- a) 20/0182 Causeway House, Carleton, CA4 0DA. Formation of new vehicular access. **No objections**
- b) 20/0192 Holly Cottage, High Hesket, CA4 0HU. Summer house in front garden. **No objections**
- c) 20/0208 Monks House, Plumpton, CA11 9NS. Proposed covered silage pit. **No objections**
- d) 20/0217 West Brownrigg Farm, Plumpton, CA11 9PF. Creation of a new access to farmstead and improvement of existing field access. **No objections**
- e) 20/0147 Birkthwaite Mews, Wreay, CA4 0RX. Retrospective change of use from agricultural field to domestic use and siting of 2 storage buildings. **No objections**
- f) 20/0248 2 The Faulds, Front Street, Armathwaite, CA4 9PB. Creation of gated area with hard standing and erection of timber car port. **Objections on Highways issues submitted**
- g) 20/0269 Green Lea, Southwaite, CA4 0LB. Proposed erection of utility and livestock shed. **No objections**
- h) 3/20/9002 High Hesket C of E School, High Hesket, Carlisle, CA4 0HU. Creation of an off-road car parking area on part of the school playing field. **Application withdrawn**
- i) 20/0329 Land NW of Calthwaite, CA11 9QX. Erection of multi-purpose agricultural building. **Objections on Highways issues submitted**
- j) 20/0344 Sceugh Dyke House, Calthwaite, CA11 9QY. Proposed change of use from annexe to residential dwelling. **No objections**
- k) 20/0352 Beck House, Southwaite, CA4 0PY. Replacement agricultural building. **No objections**
- l) 20/0372 Beck House, Southwaite, CA4 0PY. Proposed roof over existing midden. **No objections**
- m) 20/0366 Monkcastle Farm, Southwaite, CA4 0PZ. Proposed new pig finishing house on existing piggery. **No objections**

**07/20/23**

**Planning Applications: RESOLVED** that the Council was informed of the following planning application currently open for comment.

- a) 3/20/9003 Land to the north of Melguards Farm, on the road between Southwaite Services on M6 and railway line, Southwaite, Carlisle, CA4 0LE. Improvements to an existing wastewater treatment works to include ferric and chemical dosing kiosks and a motor control kiosk in association with wider permitted development works including a new storage tank.

**07/20/24**

**Payments of accounts: RESOLVED** to pay the accounts as detailed in the attached payment schedule, via Direct Banking Payment.

**07/20/25**

**Correspondence: RESOLVED** that correspondence as detailed in the attached schedule was received and acknowledged.

**07/20/26**

**Parish Maintenance;**

- a) **Removal of trees, Plumpton. RESOLVED** that Councillors were informed that Cumbria County Council will remove trees outside Byrnes Close, Plumpton.
- b) **Replacement panels, High Hesket and Southwaite Noticeboards. RESOLVED** that Councillors were informed that due to covid-19 demand, the Clerk was unable to purchase new panels. Clerk was instructed to proceed once materials become available.
- c) **Tree planting, A6. RESOLVED** that Councillors were informed that Cumbria County Council would remove oak saplings recently planted without permission on the A6.
- d) **Field drain, Crooks Bridge. RESOLVED** that Councillors were informed that this work had not been carried out, and that the Clerk was working to resolve the issue.

**07/20/27**

**Council matters: RESOLVED** that no matters were raised.

**07/20/28**

**Date of the next meeting – Tuesday September 8<sup>th</sup>, at 7.30pm.**

**Meeting closed at 9.46pm**

# Hesket Parish Council

## Financial Officer's Report July 2020

### Bank Balances

Balances at 5th July 2020:

Current Account	£19,828.11
Business Reserve Account	£7,811.97
Business Reserve Account 2	£8,772.09
<b>Total</b>	<b>£36,412.17</b>

### Receipts

Monies received at 5th July 2020:

Precept/CTRS	£14,000.00
Footway Lighting Grant	£2,843.00
Interest	£4.78
Play Area Fundraiser (Life Raft Media Ltd)	£500.00
<b>Total</b>	<b>£16,847.78</b>

### Cash Book Balance

Cash Book Balance at 5th July 2020	<b>£36,034.28</b>
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### Payment Schedule

The following accounts were presented to Council for approval - Vouchers No. 20-21/01 to 20-21/16 amounting to £2,004.16

VN	Chq No.	Payee	Budget Heading	Amount
20-21/01	DPC	Christ Church, Ivegill	Section 137	£150.00
20-21/02	DPC	Low Hesket Village Hall	Hall hire	£100.00
20-21/03	DPC	L Beken	General maintenance	£20.53
20-21/04	DPC	Northern Tree Services	Open Spaces	£285.00
20-21/05	DPC	CALC	Subscriptions	£378.04
20-21/07	DD	Cumbria Payroll Services Ltd	Staffing	£14.40
20-21/08	DPC	L Beken	Administration	£33.89
20-21/09	SO	L Beken	Staffing	£254.04
20-21/10	DD	Cumbria Payroll Services Ltd	Staffing	£14.40
20-21/11	SO	L Beken	Staffing	£254.02
20-21/12	DD	Cumbria Payroll Services Ltd	Staffing	£14.40
20-21/13	DPC	CALC	Administration	£94.08
20-21/14	SO	L Beken	Staffing	£254.02
20-21/15	DPC	L Beken	Clerk expenses	£73.51
20-21/16	DPC	L Beken	Administration	£63.83
20-21/17	DPC	Richardsons Funeral Directors	Asset purchase	£17.75
20-21/18	DPC	Court Thorn PPG	Section 137	£350.00
20-21/19	DPC	St Mary's, High Hesket	Section 137	£300.00
20-21/20	DPC	Eden Valley Daffodil Walk	Section 137	£300.00
		<b>Total</b>		<b>£2,971.91</b>

**Balance Transfers - authorised 20/04/20**

Footway Lighting Grant + Precept Allocation (Current Account to Business Reserve 2)	£4,843.00
<b>Total</b>	<b>£4,843.00</b>

**Projected Cashbook Balance**

Estimated Cashbook Balance at 14th July 2020	<b>£33,062.37</b>
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<b>Approved as DPC payments - Minute Number</b>	07/20/24
<b>Date</b>	14/07/20

# Hesket Parish Council

## Correspondence register – July 2020

<b>Date</b>	<b>Content</b>	<b>Format</b>	<b>Action</b>
<b>Cumbria County Council</b>			
04/03/20	Road Closure – U3042, Nunclose	Email	Posted to website/Facebook
13/03/20	Parking Consultation Event cancellation	Email	
30/03/20	Road Closure – U3454, High Hesket	Email	Posted to website/Facebook
30/03/20	Road Closure – C3024, Ainstable	Email	Posted to website
01/06/20	Removal of trees at Byrnes Close, Plumpton	Email	Agreed, as per previous discussion
15/06/20	Road Closure – U3035, Ivegill	Email	Posted to website
22/06/20	Road Closure – U3035, Ivegill	Email	Posted to website
02/07/20	Grant Award for Play Area	Email	Website update; funds recorded
<b>Eden District Council</b>			
Throughout the period, EDC's covid-19 committee provided daily email briefings.			
13/03/20	Covid-19 update	Email	
23/03/20	Appleby Horse Fair Press Release	Email	
21/04/20	Remittance advice for Precept and Grant	Email	
21/04/20	Grant award for Play Area	Email	Website updated; funds recorded
10/06/20	Consultation on removal of Plumpton Bring site	Email	To be discussed at meeting
<b>CALC</b>			
Throughout the period, CALC provided regular covid-19 email updates from local and national bodies.			
05/03/20	Tree Management	Email	
05/03/20	ACT Gazette Spring 2020	Email	
11/03/20	VE day information	Email	
12/03/20	Climate Change Event cancellation	Email	
13/03/20	Contingency Planning	Email	
13/03/20	Leaflet Exchange Event cancellation	Email	
03/04/20	Changes to meeting regulations	Email	Changes actioned
07/04/20	Planning procedures	Email	
09/04/20	Highways procedures	Email	
16/04/20	CALC Newsletter	Email	
22/04/20	Invoice for subscription	Email	To be presented at meeting
24/04/20	NALC Funding bulletin	Email	
24/04/20	Changes to Annual Accounting Procedures	Email	Changes actioned
30/04/20	Protocol for Virtual Meetings	Email	Standing Orders amended, to be approved at Meeting
19/05/20	Legal Topic Notice – General Power of Competence/s137	Email	Current policy is compliant
20/05/20	CALC invite to remote seminar on virtual meetings	Email	Chair and Clerk attended
04/06/20	Zoom offer	Email	Offer accepted
18/06/20	Legal Topic Notice – Election and Co-option	Email	Current policy is compliant
25/06/20	Borderland Voucher Scheme for Broadband	Email	Posted to Facebook/website
25/05/20	CWMET grant award for Play Area	Email	Website update; funds recorded
30/06/20	Update regarding Play Areas	Email	Risk assessment conducted, to be approved at meeting. Signage posted at site, Facebook/website

Other			
03/03/20	Request for grant funding. Ivegill Church	Letter	Approved by agreement
06/03/20	High Hesket resident (1) regarding M6 closures	Email	Reply sent to resident; Highways England contacted re concerns
09/03/20	Community Heartbeat Trust, covid-19 advice	Email	
10/03/20	Request for grant funding, High Hesket Church	Email	To be considered at meeting
16/03/20	Ainstable Parish Council, cancellation of Holme Holt Meeting	Email	Noticeboard, website and Facebook updated
20/03/20	Came & Company covid-19 update	Email	
24/03/20	PKF Littlejohn Annual Accounts information	Email	
25/03/20	Came& Company covid-19 update	Email	
26/03/20	N Ruddick, Play Area closure	Email	N Ruddick posted signage and roped off play area
30/03/20	Highways England response	Email	
01/04/20	Hadfield Trust, grant award for Play Area	Letter	Website update; funds recorded
02/04/20	Highways England M6 closure	Email	Posted to Facebook/website
20/02/20	Red Cross covid-19	Email	
22/04/20	PKF Littlejohn, updated Annual Accounts advice	Email	
27/05/20	Further contact from High Hesket resident (1) regarding M6 closures	Email	Response sent
29/05/20	Freedom of Information Request from High Hesket resident (1) regarding M6 closures	Email	Freedom of Information compliant response sent
01/06/20	Further response from High Hesket resident (1)	Email	
03/06/20	Thanks from Armathwaite resident for grass cutting	Email	Thanks passed to Neil Ruddick
10/06/20	Grant request for Prescription Delivery Service, PPG	Letter	To be considered at meeting
13/06/20	Grant request for Eden Daffodil Walk	Website	To be considered at meeting
16/06/20	Court Thorn PPG Annual Accounts	Email	
17/06/20	Hutton in the Forest, Woodland creation	Email	Email to Councillors, to be considered at meeting
18/06/20	Ordinance Survey changes to Open Access Date	Email	
22/06/20	Resident regarding M6 closures	Letter	
24/06/20	CWMET grant award for Play Area	Letter	Website update; funds recorded
25/06/20	High Hesket resident (2) regarding M6 closures	Email	Concerns raised with Highways England
26/06/20	High Hesket resident (1) regarding M6 closures	Email	Response sent
28/06/20	High Hesket resident (1) regarding M6 closures	Email	Response sent. All further contact to be forwarded to Clerk