

**DRAFT MINUTES**  
**Parton Parish Council**

**Minutes of The Council Meeting**  
**Held on 10<sup>th</sup> March 2021 at 7.30pm by Zoom Video Conferencing**

Video Link Meeting Opened: 7.32pm

Present: Cllr S Tumelty (Chair), Cllr A Barton, Cllr W Morton, Cllr M Rogan, Cllr J Williamson (from 7.46pm), Ward Cllr D Banks

Clerk: Mrs J Coltman

Members of the public: 7 via video link.

The Chair declared the meeting open at 7.34pm.

**105/2020/21 Election of Vice Chair.** There were no proposals or volunteers. Passed over until the next meeting.

**106/2020/21 Approval of Minutes from 6<sup>th</sup> January 2021. Resolved:** Minutes were approved. Proposed AB seconded MR. Carried.

**107/2020/21 Apologies.** None. (JW was having connection problems).

**108/2020/21 Councillor Resignations.** The chair said that resignations had been received from Kirsty Barton, David Garrett, Julie Huck, Robert Huck and Janice Miller. He gave thanks for their service over the last few years

**109/2020/21 The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2).** Agenda item 24 was a confidential matter and the press and public would be excluded for that item.

**110/2020/21 Declarations of Interest.** The chair declared a non-pecuniary interest in item 15.

**111/2020/21 Public Participation.** There were no questions from the public. WM said that he thought that agenda item 17 should be heard at this point as the suggestions had come from a member of the public. He was concerned that it would set a precedent and members of the public would feel entitled to bring lengthy reports and questions forward in the future. The clerk explained that this was a report that former councillor Robert Huck had been working on prior to his resignation and was due to bring to this meeting. It was for consideration rather than a decision today as no motion was on the agenda. AB suggested that WM did not want the item included because of who it was from. WM refuted that and said that council should acknowledge the good work that Mr Huck had put in but did not think it was right to have so much time taken up by a member of the public. AB said that it was an agenda item so the time limit did not apply. (JW joined the meeting). WM said that he would accept item 17 on the agenda on this occasion, and confirmed again to AB that it was nothing to do with the person that had submitted the suggestions, but said we should be careful not to include items from the public on the agenda in future.

**112/2020/21 Reports from Ward or County Councillors.** Cllr David Banks 1) The lamp standard on Queenies was on the engineer's list to be connected. 2) Where the rock netting along the Wagon Road was giving way he had agreed with a Copeland surveyor to erect avalanche fencing but now Copeland and County councils were trying to agree over which authority should fund it. 3) DB added his thanks to those of the council to those that had resigned, in particular to Mr & Mrs Huck for the work they had done with supporting people with meals etc. during the pandemic, which was very much appreciated.

**113/2020/21 Police Matters.** The clerk reported that she had emailed the local PCSO who replied to say that they had just returned to work after a long absence so were still catching up on matters and were unable to report at the moment.

**114/2020/21 Risk assessment.** The clerk reported that risks had been identified that required action. To ensure that all documents and data are not exclusively kept in one location and at risk of everything being lost in a fire, 1) A copy of important documents, such as land deeds, should be made and kept in a file which is left with the chair for safekeeping. 2) A second external hard drive should be purchased so that a copy back-up can also be left with the chair. **Resolved.** To

approve the report. Proposed AB, seconded JW. Carried

**115/2020/21 Clerks Appointment. Resolved:** To confirm that Mrs Jane Colman commenced her employment with Parton Parish Council on April 1<sup>st</sup> 2020 in the position of Clerk and Responsible Financial Officer. Her contract of employment was signed on April 6<sup>th</sup> 2020. Proposed JW, seconded WM. Carried.

**116/2020/21 Budget Report.** The clerk said that in terms of normal expenditure we were well within budget because of the pandemic. There was over £9000 of unbudgeted expenditure because of the settlement, solicitors fees and also some invoices that had been presented after the previous year end. JW asked if we would break even next year and the clerk said that hopefully we would spend an amount close to the budget forecast or make some savings if possible. JW said we needed to know who owned what land so that they would pay for the upkeep. DB asked the clerk if she had the laminated maps. She confirmed that she did, but these were too large to scan and she was unable to meet JW with them because of covid restrictions. DB said that he had an electronic version which he would forward to JW. **Resolved:** To accept the budget report. Proposed AB, seconded WM. Carried.

**117/2020/21 Dry stone wall.** WM said that there were only 2 or 3 bricks out of place. He'd put some back in and thought that the quotes were excessive as it wasn't a big job. AB said that it may involve taking some of the wall down before rebuilding and the clerk confirmed that it did. ST said that he had received an email querying why we were paying to repair a wall that we did not own. He had not replied because no such name was listed in Cumbria and other councils had flagged this name as a fake identity. The clerk explained that a letter from 2004 confirmed that the current pathway was built and registered as a permissive path and the agreement between the landowner and the council was that the council would be responsible for maintenance of it. AB asked if we could get more quotes. WM suggested we ask the farmer. The clerk said she didn't know the farmer and WM said that he would speak to him. The matter was to be brought back to the next meeting.

A member of the public was admitted to the meeting and they asked if they had lost their opportunity to ask a question as they had missed the public participation section. Council had already moved past that section so continued in the order of the agenda.

**118/2020/21 Garages.** The clerk said that two tenants had not paid their outstanding rent. The next bank statement was due on 12<sup>th</sup> March and she would receive it a few days after that. If payment was not showing on that statement then a final notice requesting payment within 14 days would be sent, or their tenancy would not be renewed and they would be required to remove their garage. JW asked if they could be given time to pay and the clerk said that would be fine, she just required communication and an agreement to clear the debt. The proposed terms and conditions in the tenancy agreement from the previous meeting needed approval. JW said that he thought that they should be allowed to be used for commercial purposes. The clerk said that if people were preparing and selling fish from the garages they would need to be registered as a food premises with the Environmental Health and would be subject to inspections, which she doubted they would pass. **Resolved:** To approve the wording of the tenancy agreements. Proposed WM, seconded AB. Carried

**119/2020/21 Donation Request. Resolved:** To donate £150 towards purchasing Easter eggs for the village children. Proposed MR, seconded AB. Carried

**120/2020/21 Bus Route/Bus Shelter.** Home Group have no legal issues with the parking area on Criffel Road and Cumbria County Council are prepared to fund the dropped kerbs to help with access. Home Group are waiting to hear from Northern Gas Networks for safety clearance. Home Group had not written to local residents informing them of the situation so the clerk suggested that the council could do this and hand deliver them to homes along Criffel Road. WM asked if the old bus route would be reinstated if the parking was sorted and the clerk confirmed that was what Stagecoach wanted to do. AB asked if the residents of Criffel Road had been informed and the clerk said that they hadn't. She would draft a letter for approval and then print off sufficient for all the houses along Criffel Road. WM suggested looking at the matter of the shelter again at the next meeting to see if there were any updates and the council agreed.

**121/2020/21 Maintenance Suggestions.** Questions were raised over which of the items were the responsibility of the parish council and which fell to other authorities or groups. The suggestions would need to be looked at individually. The clerk would give a breakdown of which items were Parton parish councils responsibility and which were not at the next meeting. WM said there was probably three years' work on the list as nothing had been done for the last two. The clerk pointed out that the quotation for painting the play park would include painting some of the items that she had already authorised Copeland Borough Council to paint following the decision at the November meeting. AB suggested that council puts together its own maintenance plan for all the items that they have responsibility for.

WM said that we needed to prioritise. He could speak to the youth group leader and see if they could assist with planting the war memorial. AB asked for a comprehensive list for the next meeting so that a motion could be voted on. WM said that some things might be more urgent, such as the play bark, and couldn't wait until the next meeting. The clerk said that there was £600 in the budget for play bark from April 1<sup>st</sup> so that could be actioned before the next meeting.

**122/2020/21 To Consider any Planning Applications.** No planning applications had been received.

**123/2020/21 Parking & Social Distancing.** JW said that a resident had complained about parking by the beach and Wagon Road and that there were a lot of people not observing social distancing. Although it is a public area, people are not supposed to travel long distances during lockdown. The clerk would mention the matter to the PCSO for them to monitor.

**124/2020/21 Clerks Updates.**

**1. Report from Home Group.**

**1. Render on Seven Acres.** No new information since last year. There is an ongoing legal challenge against the supplier/installer of the render that has been delayed by covid. Although unsightly, maintenance surveys indicate that it is not having a detrimental effect on the buildings, there is no damp. JW said that Home Group were going to clean and paint the exterior of his property. WM said that Home Group had told them that they couldn't be painted. JW confirmed that there was no damp but the exterior was unsightly. He said that Home Group were in breach of the tenancy agreement because the exterior had not been painted with the agreed frequency.

**2. Garages.** Home Group's garages can be rented by contacting their customer services who will issue a request to the housing manager who will check on availability. Any repairs needed to garages should just be reported as usual, but are currently taking approximately six weeks. JW asked who owned the garages on Firth View. ST said that he understood that once the existing tenants vacated those garages that they were not going to be replaced.

**2. Boat Yard.** The clerk had been asked to bring the following information to this meeting. The rateable value last year was £1425 which would have cost Parton parish council £730. As it is managed by the Village Hall who have a charitable status it only cost them £146. ST had counted around 6 seaworthy boats and the rest appeared more or less derelict. The land is owned by the council and is covered by our public liability insurance. AB asked how much the village hall made off the boatyard. The clerk said that with rent at £20 they would need to have more than 7, with no other expenditure, to break even. AB asked how many boats were in there and ST said that they were paid for about 6. JW asked why the village hall took the money if it was council land. ST said that it was saving us money. WM asked why we would want to take on a £700 bill when we could pay nothing. AB said that was true with the current numbers and charges, but it could be earning money with more customers. WM said that wouldn't happen and AB said it might if it was maintained. AB said we should be maximising every asset and it wasn't running as efficiently as it could be. He said that the fence needed updating. JW said to leave it as it is, pay nothing, then look at it next year. WM said if AB wanted to take it on he should propose it, but it would be on his head that the council would have a £600 bill. AB said that with the numbers quoted it would be best left as it is, but it's worth looking at going forward. The clerk suggested that AB put feelers out to see what interest there may be for any future proposal. AB asked what the current boat yard rent was and the clerk told him that it was £20. AB said that was too cheap and ST said that garages were only £25. AB said it could be better than what is there at the moment.

**3. Parker's Steps.** The clerk had been advised that this had now been listed for future works by Cumbria County Council, so it was a promising sign that things might be done with them. JW asked if there was a timescale for the work, but the clerk was still waiting to hear back from the engineer in charge of the project.

**4. Play Area.** The original quote for the spinner repair from Copeland had not been taken up in August. In November HAGS had quoted for supply only which was considered too expensive. An inclusive piece of equipment was being sourced and quotes obtained by a councillor, but they had not managed to bring the report to the January meeting. The councillor had managed to get the name of one supplier, but has since resigned and nothing has been passed on regarding this. The council needs to decide if they wish to reconsider the quotations or look for quotations for a new, inclusive piece of equipment. Funding may be available for the replacement but is not usually available for repairs. JW said that he liked the idea of the inclusive piece of equipment. The clerk said that suggestions had been made for a wheelchair swing, but as this could not be used by other children too, it wasn't truly inclusive, where children are playing together rather than on separate pieces of equipment. ST said that the spinner was the most popular piece of equipment in the park and he would prefer that to be repaired. MR agreed with ST. WM said that the council should agree to the repair. AB asked for the repair costs. JW suggested we repair the spinner and maybe look at inclusive equipment for the

next item that needs replacing. The clerk advised that the cost for the repair with Copeland was £954. MR proposed that council agree to the repair. WM seconded. AB said that without knowing what work was involved, it seemed like a lot of money. ST asked the cost of the parts supply only and the clerk advised that was £775. JW agreed that it was better to get Copeland to do the work. DB said that whoever fitted the parts could be liable if anything went wrong. **Resolved:** To accept the quote for repair from Copeland B.C. Proposed MR, seconded WM. Carried.

- 5. Parish Meeting.** The clerk said that community groups are invited to give a presentation to the Parish meeting. The clerk suggested the youth group, village hall, Parton reunited and the widow's trust group might like to attend to give annual reports or presentations for their own groups and she asked people to let her know of any groups that she hadn't mentioned who ought to be represented.

**Resolved:** To accept the clerk's updates. Proposed JW, seconded WM. Carried.

**125/2020/21 Payments for Approval. Resolved:** To approve the payments listed. Proposed AB seconded JW. Carried.

Cheque	Payee	Details	Amount
101322	Alwel Glass	Bus Shelter Repair	£101.00
101323	J Coltman	Salary	£367.04
101324	HMRC	Income Tax	£69.60
101325	J Coltman	Expenses	£77.72
101326	R Huck	Grant for paint	£180.00
101327	Martin Clark	Easter Eggs (S137)	£150.00

**126/2020/21 Finance. Resolved:** To agree the finance report. Proposed AB, seconded WM. Carried.

	Item £	Total £
<b>Bank Reconciliation</b>		
<b>Bank Statement 12/12/20</b>	11173.95	
		11173.95
<b>Cheques Cleared</b>		
101314 CALC	082/2020/21	-40.00
101319 Coltman	099/2020/21	-143.28
101320 Coltman	099/2020/21	-253.92
101321 Airey	099/2020/21	-50.00
101318 CALC	099/2020/21	-100.00
		-587.20
<b>Receipts Banked</b>		
20/12/20 Garage rent		75.00
29/12/20 Garage rent		25.00
04/02/21 Garage rent		75.00
05/02/21 Garage rent		25.00
05/02/21 Garage rent		25.00
		225.00
<b>Bank Statement 12/02/21</b>		10811.75

**127/2020/21 Parish Councillor Matters.**

JW said that he was considering setting up a Facebook group for residents with housing problems and welcomed any advice. AB said he thought it would be a very negative group but if JW was doing it as a private citizen rather than a councillor it would be his decision. JW said he was thinking that it could offer people advice and signpost them to who they needed to contact for issues. The clerk suggested JW could invite Home Group to join and possibly help manage the group so they could offer quick answers to simple questions.

WM complained about bikes on the beach again, twice last week. JW said they'd also been on the pitch and AB said that they had been going along Main Street at 2.30am. The clerk said that she would also draw this to the attention of the PCSO.

ST had been approached by a member of the public who had complained that the drains on the footpath behind Criffel Road were blocked and the water was flooding down Brewery Brow.

9.37pm Members of the press and public left the meeting

**128/2020/21 To Consider a Letter Received.** A letter of complaint against a named individual was considered. A written response from the individual was also considered. **Resolved:** The complaint was not upheld and no further action is necessary.

**129/2020/21 Date of next meeting:** Parish meeting 12<sup>th</sup> May 2021, Annual Council meeting 19<sup>th</sup> May 2021.

The chair thanked everyone for their attendance and closed the meeting at 10.05pm

Minutes approved as a true and accurate record.

Chair Presiding..... Date.....

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