

**Minutes of the Parish Council Meeting held 7.30pm
on Wednesday 4th July at Melmerby Village Hall**

Present Chairman C Jones
 Cllrs A Ivinson
 D Bardsley
 S Castle-Clarke
 D Kidd
 T Dixon
 G Fletcher

Also present Cllr C Driver, Cumbria County Council
 Cllr R Orchard, Eden District Council
 15 members of the public

C145/07/18 Apologies for Absence

RESOLVED: Cllr Longworth

C146/07/18 Declarations of Interest

RESOLVED: None

C147/07/18 Minutes

To authorise the Chairman to sign the minutes of the annual general meeting of the council held on 31st May 2018 as a true and accurate record.

The Chairman stated that he had a problem with the Minutes in respect of the public representation items. He added that the minutes did not make any reference to the public apology offered by Cllr Longworth despite the extensive notes recorded during that item. He expressed his desire to have this information added to the Minutes. Cllr Bardsley placed his agreement with these sentiments on record.

Cllr Castle-Clarke responded that the clerk, Samantha Bagshaw, had stated that she would not include Cllr Longworth's statement as it compromised transparency of the item that followed. Extensive discussions ensued with no clear resolution.

The Chairman added that the resolution for the addition of Cllr Longworth's statement to the Minutes be made.

Proposed by Cllr Bardsley
Seconded by Cllr Fletcher

In favour

Cllr Bardsley
Cllr Fletcher
Cllr Jones

Against

Cllr Ivinson
Cllr Castle-Clarke
Cllr Kidd
Cllr Dixon

Proposal to accept the Minutes

Proposed by Cllr Castle-Clarke
Seconded by Cllr Ivinson

In favour

Cllr Ivinson
Cllr Castle-Clarke
Cllr Kidd

Against

Cllr Bardsley
Cllr Fletcher
Cllr Jones

Cllr Dixon

RESOLVED: Thus the Minutes were accepted as a true and accurate record of the Annual Parish Council Meeting.

C148/07/18 Public Representations

To receive items and comments from members of the public.

The owner of Ivy House presented his architect to the meeting who described the proposed changes to the site redevelopment and how said changes would impact on the overall appearance – planning application 18/0517

A member of the public pre-empted item 10 on the agenda by expressing a hope that accurate costings of the footway lighting issue had been brought to the meeting. The Chairman confirmed that no decision would be made until accurate costings were available.

C149/07/18 Councillor Matters

To receive minor matters from Councillors, not on the agenda, on behalf of residents.

Cllr Bardsley wished to express his thanks and appreciation for the new PCSO for the newsletter.

C150/07/18 District Councillor

To receive a report from the District Councillor

Cllr Orchard reported that the Local Plan had been delayed. He added that the Governance review meeting would be taking place the following Thursday and that although he had not seen the final report, his instinct was that EDC would be in favour of adopting the proposal for splitting the 2 wards.

C151/07/18 County Councillors Report

To receive a report from the County Councillor

Cllr Driver would be forwarding her report for inclusion.

C152/07/18 To receive and adopt Council documents, updated where appropriate:

- a) Standing Orders
- b) Asset Register
- c) Publication Scheme
- d) Risk Management Policy & Protocol
- e) Freedom of Information Procedure
- f) Complaint Procedure
- g) Financial Regulations
- h) Media Policy
- i) Code of Conduct
- j) Grant Award Policy
- k) Diversity Pledge

It was noted that there remained one or two outstanding amendments.

Cllr Bardsley reported that there had been further work undertaken on the bus shelter (Asset No 4 on the register) – not yet showing. He added that the notice board (Asset No 7 on the register) had

been destroyed and would not be replaced and that the Melmerby Swings (Asset No 29 on the register) had been totally replaced.

It was proposed that all the documents be adopted en block including the proposed changes to the Asset Register.

proposed by Cllr Castle-Clarke
seconded by Cllr Dixon

RESOLVED: passed unanimously

C153/07/18 Community governance review

To receive and assess reported developments if any.

No further information available. To be carried forward to the next meeting.

C154/07/18 EDC Devolution of Assets (Footway Lighting)

To receive and assess the estimated costings – if any received further to enquiries.

A letter from CALC and details of an article that the Chairman had acquired, were presented to the meeting.

Cllr Castle-Clarke commented on the Herald article that the Chairman has presented and questioned the quoted figures based upon what had not been taken into consideration, namely:

- the insurance premium increase for taking on the lights
- cost of replacement of the lamp posts at the end of their 10-year life expectancy
- cost of contractors to come along and change light bulbs etc
- administration costs

Cllr Castle-Clarke’s summation was that the figures thus far quoted are not a true reflection of the potential costs that would occur on adoption.

The Chairman requested that the clerk approaches the insurance company for a revised quotation. Additionally, it was suggested that the clerks at Culgaith and Langwathby be approached for any costings that they may have acquired.

C154/07/18 Finance

- a) The Council to consider details of expenditure to date against the annual budget
- b) Payment schedule – to approve the itemised accounts

	PAYEE	Description	Budget Code	Net	VAT	Gross
9*	Mrs S Bagshaw	Clerk for the AGM		174.85	0.00	174.85
Total				174.85	0.00	174.85

* invoice attached

- c) To authorise the signing of the cashbook reconciled to the bank statement.
- d) To authorise letter to facilitate the Clerk’s internet banking access

The Chairman expressed his surprise that Sam Bagshaw sat in the AGM as Clerk when Cllr Castle-Clarke had offered to do so. Cllr Castle-Clarke responded that she had volunteered as a very last resort but due to a conflict of interest, could not participate and take the Minutes.

Cllr Bardsley considered that the costs were excessive and had not been authorised by the Council. Cllr Castle-Clarke responded that CALC had been approached by the clerk and this was confirmed with a request for CALC to seek a locum for the 31st May meeting.

Proposal tabled to make the payment:
 proposed by Cllr Jones
 seconded by Cllr Kidd

RESOLVED: passed with abstentions from Cllrs Castle-Clarke, Fletcher and Bardsley. All Cllrs in agreement for the signing of the cashbook and a letter of reference to authorise the clerk to have internet banking access.

C155/07/18 Highways Report

To consider any highway matters.

No report available.

Cllr Bardsley reported that there would be road improvements on the A686 starting next week involving speed restrictions and a convoy arrangement.

C156/07/18 Planning Application

To consider the planning applications received:

Reference	Location	Description	Decision/Comments
18/0421	Nutwood, Melmerby	Residential Caravan site & utility building	* Object
18/0445	Land opp. Ivy House, Ousby	Reserved Matters to application 17/0432	Support
18/0452	Townfoot Farm, Melmerby	Roof over existing livestock gathering area	Support
18/0517	Ivy House, Ousby	Demolition of existing bungalow and construction of new bungalow.	Support

* prolonged and extensive discussions undertaken with arguments for and against. Cllr Bardsley proposed an objection to the application on the grounds that the it is an isolated development and that the impact on the environment outweighs the needs. Seconded by Cllr Fletcher. Five in favour with 2 abstentions.

C157/07/18 Data Protection Policy and GDPR 2018

To review and adopt the proposed Date Protection Policy – see attached

Proposal tabled that OPC should adopt the DPP produced by CALC and adopted by other councils.

proposed by Cllr Castle-Clarke
 seconded by Cllr Dixon

RESOLVED: Carried unanimously.

C158/07/18 Monitoring Officer – any further developments

To receive a report from the Clerk pertaining to the Monitoring Officer’s findings and feedback from NALC. This follows the discussions on Item 17 at the Ousby Parish Council AGM of May 31st 2018

RESOLVED: previously circulated report summarised to the meeting reinforcing the need for a careful and measured approach to the distribution of information pertaining to the Monitoring Officer's reports. Awaiting guidance and advice from NALC before proceeding.

C159/07/18 To note any correspondence received

- Play areas inspections

Cllr Castle-Clarke reported that the letter from Carlisle City Council was not appropriate to OPC as the existing arrangement was working well and was cost effective.

C160/07/18 Date of the next meeting of the parish council

The next ordinary meeting of Ousby Parish Council will be held on Wednesday 5th September 2018 at Ousby Community Centre at 7.30pm (deadline for agenda items Friday 24th August 2018).

The Chairman extended his thanks to the EDC and CCC councillors for their attendance.

The meeting closed at 20:46.

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CHAIRMAN - OUSBY PARISH COUNCIL