

# OUSBY PARISH COUNCIL

**Clerk: John Fleming**

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**Chairman: Cllr Chris Jones**

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Minutes of the Meeting Held on Wednesday 6<sup>th</sup> March 2019  
in Ousby Community Centre commencing at 7.30pm.

**Revised - Unapproved.**

## Apologies

There were none

## Present

Cllrs C. Jones (Chairman), A Ivinson (Vice Chairman), D Bardsley, S Castle–Clarke, T Dixon, G Fletcher, D Kidd and N Longworth, and Locum Clerk John Fleming.

County Councilor – C Driver and District Councilor – R Orchard.

12 members of the public.

## 13/3/19 Minutes

The chairman was authorised to sign the minutes of the Council meeting held on the 9th January 2019 with the following agreed amendments:

At 4/1/19 (2) on page 1 and 7.6/1/19 paragraph 2 on page 3 where in both instances "Ousby Common" is detailed, the name should correctly read "Ousby Moor".

## 14/3/19 Declarations of Interest

Cllr D Kidd in respect of planning application 19/0061. Agenda Item 5.2.

Cllr S Castle Clarke declared an interest in the **EALC Workshops listed** in under Correspondence in Agenda Item 11

## 15/3/19 Public Participation

The following issues were raised by Parishioners: -

**15.1/3/19 Changes to home to School Transport Arrangements by CCC** – Transport Services.

Concern was raised, by a Parishioner over the proposal to withdraw the 'Passenger Assistants' (Chaperones) from the Hunsonby, Winskill, Melmerby and Ousby school bus run, to Langwathby School, as from 31<sup>st</sup> August 2019.

In discussion, County Councilor C Driver, explained and defended the County Councils rationale for this proposed service review.

Following discussion, it was agreed that the Parish Council would contact 'Transport Services' and to outline the concerns raised by a Parishioner.

**15.2/3/19 The Row – Ousby – HGV's** – Concern was raised over HGV's using 'The Row' in Ousby. Where incidents occurred, it was recommended that it be reported to the police with the 'Incident number' being recorded. The issue to be picked up by the new Ousby Parish Council.

**15.3/3/19 Ousby Playground Equipment** - An Ousby resident asked that the parish Council might consider applying for an Eden District Council grant to provide more play equipment on Ousby village green.

**15.4/3/19 Website Supporting Documentation** - There was a request from a local resident for agenda supporting documents, to be made accessible to the public on the Parish Council website, prior to each meeting date, in line with accepted standard practice.

## **16/3/19 Planning Matters**

### **19/0052 Broad Meadows, Melmerby**

Erection of replacement agricultural building incorporating ancillary staff amenity, ancillary farm office, and ancillary parking Supported

**19/0061 – Land adj to Bradley House, Ousby** - Reserved matters application with approval sought for appearance, landscaping, layout and scale attached to approval 16/0136

Following debate, during which Cllr D Kidd left the room, was unanimously supported.

Proposed by Cllr S Castle – Clarke,

Seconded by Cllr A Ivinson.

Supported

**19/0101 – Nutwood, Melmerby** - Change of use of agricultural land to mixed use of agriculture and sustainable tourism comprising of grazing land and up to 3 no horse-drawn caravans. Re-submission of 17/0883

Following debate, a majority decision was taken to object to the application, citing clauses in the Decision Notices 18/041 and 17/0883; it being observed that little had changed since those decisions had been made. In debate, however, a point was made that support should be given to local business initiatives.

Proposal to **Object** to the application Cllr C Jones, Seconded by Cllr D Bardsley.

6 in favour, 1 against and 1 abstention.

Object

### **19/0121 – Churnside - Melmerby**

Conversion of redundant barn to provide two local occupancy dwellings plus additional parking, serving Churnside House.

With notification having only just been received, it was agreed to investigate local opinion before responding to the consultation. An extension being requested to discuss at the meeting of the 24<sup>th</sup> April, if necessary. No Decision, the application still being under consultation.

## **17/3/19 County and District Councillors Reports**

### **17.1/3/19 County Councilor Report**

- County Council portion of our Council Tax going up by 3.99%, made up of the final 2% of Social Care precept, and 1.99% general provisions. More on how your council tax is spent can be found on EDC website:  
<https://www.eden.gov.uk/council-tax-and-housing-benefit/council-tax/your-council-tax-bill/>
- Cumbria County Council 'Working Together' project: more can be found on the rationale behind this work, and what it means for communities can be found here:  
<https://www.cumbria.gov.uk/yourcommunitysupport/workingtogether.asp>
- Cumbria Health Scrutiny: Work continues to monitor the integration of Health and Social Care under the remit of the Joint Adult and Health Advisory Group. The Mental Health Services system wide review continues, with North Cumbria looking towards Northumberland, Tyne and Wear for potential provision, the South of the County looking towards Lancashire. There remains much work to do to ensure any proposals when they are formed are properly consulted on, and communities in Cumbria and engaged in the work going forwards. More info on the work of Health Scrutiny can be found at the link below, and meetings are held in public, interested members of the public and parish Councillors are always welcome.  
<http://councilportal.cumbria.gov.uk/ieListMeetings.aspx?CIId=152&Year=0>
- Unitary Authority Proposals - An outline was given of Cumbria County Councils' Unity Authority proposals.

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**17.2/3/19 District Councilor's Report – Cllr Rob Orchard Delivered the Following:-**

This is of course an historic meeting because it is the last one this Council will ever hold –the end of a 45 year history. I think you all know that I was not in favour of splitting the Councils but the decision has been made and it is up to all of us to make the new situation work for the benefit of our communities.

I am intending to stand for re-election as District Councilor and hopefully will be at future meetings of the new Council's. I wish any of you proposing to stand for the vacant seats on the new Councils the best of luck.

I can't say my first year as District Councilor has been easy. It is a steep learning curve anyway and with the whole Governance issue has been even steeper. I hope that together we have steered the ship, or should that be ships, into calmer waters where we can all concentrate on serving the communities.

At EDC I have served as Chairman of the Budget Scrutiny Review Group and I also served on the Task and Finish Group looking at trying to encourage people to stand as Parish Councillors and also to use their vote.

I am pleased say that both Scrutiny Reports were accepted by the Executive and Council. We have also been absorbing the changes brought about by the new Chief Executive's restructuring of the roles and responsibilities of the senior management team at EDC which sees familiar and new faces in new roles and responsibilities.

I wish the new Parish Councils all success going forward, the job you do, thankless at times, is important – never forget that.

**18/3/19 Finance (Incl Vat where applicable)**

**18.1/3/19 The Following Balances Were Noted as at 25/2/2019**

	£
Barclays Community Account	844.66
Barclays Business Premium ME Account	15429.52
Vat Refund Due	66.91

**18.2/3/19 The Following Accounts Were Ratified**

John Fleming – Clerks Fee Jan/Feb 2019 @ £218.40	436.80
CALC GDPR Training 12/12/2018	120.00
N Preston – Home and Garden Grass Cutting	413.35

**18.3/3/19 Locum Clerks Fee for April 2019**

With reference to the agenda line *"\*John Fleming – Clerks Fee March and April 2019 @ £218.40 - £436.80"*. A Councilor referred to the EDC 2019 Order highlighting that the current OPC would be dissolved with effect from 31 March 2019. It was challenged, the reason to pay a full salary and expenses for April 2019 @ £218.40 and £15.00, respectively, when the present Council will cease to exist and especially as the new OPC has provisionally appointed a separate clerk, who will be paid from 1 April 2019.

It was suggested that paying a smaller sum for any year-end account closure work that may extend into April 2019 and also for completing administrative arrangements for the extraordinary finance meeting proposed for 24 April 2019. The Locum Clerk indicating that he was not happy with this suggestion.

The Chairperson suggested that an alternative solution, in compliance with the EDC Order Document, would be to authorise a double salary and expenses payments for March 2019 @ £436.80 and £30.00 respectively. This proposal was put to a vote. Proposed by:- Cllr N Longworth. Seconded by Cllr D Bardsley. 6 in favour, 1 against and 1 abstention. The motion being carried.

**18.4/3/19 The Following Payments Were Agreed**

Clerks Expenses January / February 2019	50.28
Ousby Community Hall Hire 6 <sup>th</sup> March 2019	22.50
John Fleming – Clerks Fee March and April 2019 @ £218.40	436.80
John Fleming Clerks Expenses March/April 2019 @ £15	30.00
Ousby Community Hall Hire 24 <sup>th</sup> April 2019 (Provisional)	22.50

**18.5/3/19 The Following Bank Transfer was Reported**

Business Premium to Community Account.	1000.00
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**18.6/3/19 An Interim Set of Accounts were Presented**

This was unanimously accepted and signed.

**18.7/3/19 Internal Audit**

It was proposed that Sandra Harrison, the Langwathby and Culgaith Internal Auditor undertake the Ousby Parish Council Internal Audit, for a fee of £40.

Proposed :- Cllr N Longworth. Seconded by Cllr David Bardsley and unanimously carried.

**19/3/19 Community Governance Review**

**19.1/3/19 Re-organisation of Community Governance Ousby and Melmerby Order 2019.**

A Signed Document being on File.

**19.2/3/19 Rural Payments Authority –**

Implications on CPH numbers in the New Melmerby Parish. The following response, regarding this query, being received from the Rural Payments Agency: -

*We believe that the initial splitting of Ousby Parish will have little impact on agricultural holdings located within this area. Changes may need to be made following the re-mapping of all English parishes within internal systems but until this exercise is carried out no data will change. The change would also not impact herd/flock marks.*

*TB testing will also not be an issue as the whole county is comfortably within a low risk area, so the existing rules for a TB breakdown in your area will still apply.*

*Regarding the grazing rights on Ousby Common, the rights are attached to land or held in name as outlined in the 1965 Common Land Registers. The amendment of a parish boundary will have no impact on the grazing rights. Rights are not dependent on a parish boundary and the commoner would still hold all the rights as outlined by the register. Only when they give up the land to which the rights are attached will their ability to graze a common be impacted.*

*If you have any questions about this email please call us on 03000 200 301 (Monday to Friday between 8:30am and 5pm) or email [ruralpayments@defra.gov.uk](mailto:ruralpayments@defra.gov.uk).*

**19.3/3/3/19 Community Governance Review – Administration Change-Over Arrangements.**

The following clarification was made on the administrative changeover arrangements from the existing Ousby Parish Council to the two new Ousby and Melmerby Parish Councils.

1. The Old OPC ceases on the 31<sup>st</sup> March and the Order states that the two new PC's are formed as from the 1<sup>st</sup> April; however as at 1<sup>st</sup> April there will be no Councillors, they being elected following the May 2<sup>nd</sup> Election.
2. The Locum Clerk, for the current OPC, will oversee the business and administration, including the drawing up of the year end account, during the, 'limbo', month of April, for the current OPC.
3. The new Clerks for the new **OPC** and **MPC** taking up office, officially, when appointed at the inaugural meetings of the new Councils, in May; both however working in the wings during the month of April.

4. The current OPC laptop will be retained by the current OPC Clerk to enable the current OPC accounts to be finalized and signed off at an Extraordinary meeting of the current OPC on Wednesday 24<sup>th</sup> April. 2019.
5. The current OPC Laptop, once wiped, will be handed over to the new OPC Clerk by the end of April.
6. Three copies of the old OPC data being saved on memory sticks, one being passed to each of the new Parish Clerks and the third being lodged with the Cumbria County Achieves Dept in Carlisle, along with any paper documentation.  
Proposed by Cllr S Castle-Clark, seconded by Cllr D Kidd – Unanimously agreed.
7. The new MPC having access to a secondhand laptop from the end of April, prior to seeking grant support to assist in the purchase of a new machine.
8. As all past minutes and financial data will be accessible on the memory stick, lodged in archives, there will, possibly, be no need to continue with the current website after the end of the current contract, thus eliminating any future web hosting costs.
9. Both new PC's setting up their own new web sites, once established in May, along with new E Mail addresses.
10. The Current Locum OPC Clerk will endeavor to facilitate a totally smooth administrative and financial change over.

## **20/3/19 Parish Election**

**20.1/3/19 Nomination Documentation** - Circulated to Councillors.

### **20.2/3/19 Election Information.**

- The link to the EDC website is below, which gives more information on the process is:-  
<https://www.eden.gov.uk/voting-and-elections/local-elections-may-2019/>
- The Notice of Election will be published on 20<sup>th</sup> March 2019 and nomination papers can be submitted from the day after publication of the Notice, until the deadline at 4pm on Wednesday 3<sup>rd</sup> April 2019.
- Completed Nomination and other accompanying forms are to be delivered to the Town Hall, Corney Square, Penrith, not Mansion House.
- The electoral register used for nomination papers will be published on 1<sup>st</sup> March 2019
- Please do not hesitate to contact the election officer, Caroline Osbaldestin, in the EDC Elections Office, on [elections@eden.gov.uk](mailto:elections@eden.gov.uk) or on 01768 212305 or 01768 212140, should you have further questions.

## **21/3/19 Highways and Land Matters**

**21.1/3/19 Ousby Parish Blocked Drains** – In hand with Highways

**21.2/3/19 Road White Lining – Melmerby** – In hand with Highways

**21.3/3/19 Blocked Gullies – Melmerby** – In hand with Highways

**21.4/3/19 Survey of Trees on Parish Land** – In hand with Ousby Ward Councillors

**21.5/3/19 Bridge Terrace, Melmerby** – Surface breaking up, further work needed

**21.6/3/19 Fox Inn Car Park** – Gullies still needing attention – In hand with Highways

**21.7/3/19 Shire Hall to Shire Farm Area** – Drainage work, including new curbing, in hand with Highways.

**21.8/3/19 Montal to Braithwaites Spinney, Ousby** – Drainage issues, to report to Highways.

**22/3/19 Correspondence** - The following was noted: -

**22.1/3/19 The Fellside Dash'**– 15<sup>th</sup> June, 9.30 am – Details of this cycle race, from Milburn Village Hall Committee, were circulated.

**22.2/3/19 EALC Workshops**

- 20<sup>th</sup> March EALC and Cumbria County Council will hold a workshop on "Supportive Communities"
- 10<sup>th</sup> April EALC and Eden District Council will run a workshop on "Trees".
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**22.3/3/19 EDC Draft Council Plan Consultation** – Reported that anyone can respond. The Chairman to complete on behalf of OPC.

**22.4/3/19 Eden Local Plan** – Copy on File

**22.5/3/19 Cumbria County Council 'Working Together Project.'** –

There was some skepticism, briefly expressed about the project, in terms of devolution of services; County Councilor C Driver expressing the merits that she could see in the initiative.

**22.6/3/19 Draft Appleby Fair Strategy 2019 - 2022** –

This, strategy compiled by the 'Multi-Agency Co – ordinating Group', (MASCg) was discussed. Serious concern was expressed over the lack of detail and substance within the document.

**22.7/3/19 A686 Fibre Optic Works and Traffic Light Issues.** –

Following concerns raised by a Parishioner, it was reported these had been passed on to the contractors, Comex2000, the Community Police Officer and Cumbria County Highways. The police are monitoring the situation.

The point, being made that, as with all major infrastructure work, there is bound to be disruption, it is, though, important to keep this to a minimum to avoid driver frustration and to minimize the risk of accident.

**22.8/3/19 Eden District Council - Housing Supplementary Planning Document** –

It was reported that this, 77 page document is noted and is on file.

**22.9/3/19 Calor Rural Community Fund**

Details of this £70,000 Rural Funding Scheme was tabled, with the opportunity for communities to claim up to £5000 for a local project. The closing date being 29<sup>th</sup> April 2019. Contact for more information being [Natalie.isherwood@edsonevers.com](mailto:Natalie.isherwood@edsonevers.com) or [lauryn.mellor@edsonevers.com](mailto:lauryn.mellor@edsonevers.com)

**23/3/19 Councilor Matters**

There were none.

**24/3/19 Close of Meeting**

This, the close of the last meeting of the Ousby Parish Council, (apart from a meeting to finalise the year end accounts) covering the communities of Ousby and Melmerby, was a very historic occasion.

The Chairman thanked all Councillors for their valued contribution to debate and commitment over the years and also thanked parishioners for their interest and involvement.

The Chairman wished the two new Councils, namely the new Ousby and Melmerby Parish Councils, being formed following the 2<sup>nd</sup> May elections, every success in serving their respective communities, in the future.

The Vice Chairman also thanked Councillors for their support and wished the two new Councils every success in the future.

**25/3/19 Date of Future meetings**

**Ousby Parish Council** – Primarily a finance meeting to sign of the year end accounts – Wednesday 24<sup>th</sup> April in Ousby Community Centre.

**Melmerby Parish Council**

Thursday 9<sup>th</sup> May - Inaugural Annual General, May and Annual Parish Meeting in Melmerby Village Hall.

**New Ousby Parish Council** – Thursday 9<sup>th</sup> May - in the Ousby Community Centre

Signed \_\_\_\_\_

Date \_\_\_\_\_