

# Bassenthwaite Parish Council

**Minutes of the Bassenthwaite Parish Council Meeting  
held in the Parish Room on Thursday 3<sup>rd</sup> September 2015 at 7.30pm.**

Bass meeting 105

**Councillors Present:** J Stephens, R James, H Reb, K Armstrong, P Richardson, N Harrop & J Mattinson

**Also Present:** Cllr Bowness (Cumbria County Councillor), Bryan Fell & E Clark (Clerk).

- 1) **Apologies** - Apologies for absence were received & accepted from Cllr McMillan, Cllr Langcake, Allerdale Borough Cllr Grainger & PCSO 5298 Jones.
- 2) **Minutes Resolved** – that the Chair sign as a correct record minutes of the Parish Council meeting held on 6<sup>th</sup> August 2015.
- 3) **Public Participation** – Bryan Fell stated that he was attending the meeting to discuss Himalayan Balsam with Cath Johnson (LDNPA) and his planning applications (Ref 11).
- 4) **Requests for Dispensations** - There were no requests for dispensations.
- 5) **Declaration of Interests** - No interests were declared.
- 6) **Cumbria Constabulary** - PCSO 5298 Jones apologised for being unable to attend the meeting but forwarded the following report; there had been 7 incidents reported to the Police for the area of Bassenthwaite since the last meeting, an overview of these are;

On the 8<sup>th</sup> July a Stihl Saw valued at £500 was stolen from a cabin in the Bassenthwaite area. This happened overnight between the 7<sup>th</sup> and 8<sup>th</sup> of July. Anyone with further information relating to this incident should contact the Police on telephone number 101.

On 16<sup>th</sup> July 2015 an unattended motor vehicle was broken into at Ouse Bridge. A camera and cash were stolen. Police would like to remind vehicle owners to not leave any valuables in their vehicles, when their vehicles are left unattended. Any suspicious persons or vehicles seen in rural isolated parking places should be reported to the Police immediately on 101, or in the case of a crime taking place, please call 999.

On 16<sup>th</sup> July 2015 at between 9:40 am and 4pm an unattended vehicle was broken into in the Bassenthwaite area. The rear lights were smashed on the vehicle to gain access to the boot. Nothing however was stolen.

On 12<sup>th</sup> August 2015 at around 4pm three other vehicles were broken into at Ouse Bridge. Handbags, purses, money, a camera and jewellery were stolen. Police would like to again remind members of the public not to leave any valuables in unattended motor vehicles.

- 7) **Chairman's Announcements**
  - a) The Sun Inn, Bassenthwaite has been approved for inclusion in the Council's List of Assets of Community Value. Allerdale Borough Council's listing panel decided that its main use contributes to the social wellbeing and cultural interests of the local community.

- b) The Derwent 7 meeting is to be held on Monday the 28<sup>th</sup> of September at 7pm in the Common Room at the Keswick Quaker Meeting House. A new chair is required; nominations to be sent to the clerk, the main body of the meeting will not be able to proceed without a chair. (Agenda emailed to councillors).
- c) The North West Coast Connections programme are holding a series of community information events across the region over the next couple of months.
- d) The August report from the LDNPA stated that the proportion of submitted planning applications that received approval from the LDNPA for the 1<sup>st</sup> quarter of 2015-16 was 91% and the annual figure for 2014-15 was 94%. This is a local indicator and is regarded by the authority as “a measure of the effectiveness of pre-application advice” and “a useful indicator of how well the development management approach is working”. (full report emailed to councillors).

**8) Payment of Accounts - the Council approved the following payments:**

- |                                       |         |
|---------------------------------------|---------|
| (a) ISS - Grasscutting                | £168.00 |
| (b) BDO – External Audit Fee          | £120.00 |
| (c) E Clark Clerk’s Salary & Expenses |         |
| Postage & Stationary                  | £ 21.26 |
| (d) HM Revenue & Customs - PAYE       | £106.00 |

*Cllr Bowness left the meeting - 7.40pm*

**9) Audit for the Year Ended 31<sup>st</sup> March 2015 – the audited annual return for the year ended 31<sup>st</sup> of March 2015 was approved and accepted by the council. There were no matters which came to the attention of the auditor requiring the issuing of a separate additional issues arising report.**

**10) Financial Report - The balance as at 3rd September 2015 is £ 18200.69 on all three PC accounts – *Approved.***

**11) Planning**

- a) App Ref No. 7/2015/2167** – Extension of sheep handling building to provide cover over existing livestock yard, to prevent dirty water run off – Chapel Farm.

*Mr Fell gave councillors an overview of the application and advised that the application was for a 30ft x 30ft square section extension which would join the two existing areas together.*

*Councillors’ unanimously agreed to support the application.*

- b) App Ref No. 7/2015/2149** – minor design changes to retain existing threshing barn ramp – Scarness Barn, Bassenthwaite.

*Councillors’ unanimously agreed to support the application.*

The following application was received after the issue of the agenda;

- c) App Ref No. 7/2015/2190** – To site a caravan on existing pad to create a holiday let – Chapel Farm, Bassenthwaite.

Mr Fell advised that the caravan would be a diversification to farming and would be a one off.

*Councillors’ unanimously agreed to support the application.*

*Mr Fell left the meeting.*

**12) Reports** – no reports received.

**13) Highways** – a quotation from Signpost Restoration stated the following work was required to restore the post at the Chapel on the A591; Set traffic management arrangements to provide secure working area using advance warning, men at work and road narrow signs from both directions. Cut back vegetation around post to allow access, dismantle all components and clean back to bare metal, weld repair the damaged ‘Bassenthwaite Village’ finger, pattern making and casting in cast iron (ISO 8062: CT11-13) of 1 no. double sided finger as per attached casting diagram, drill and tap all components, supply new fixing studs, paint all components in primer, base coat, 3 top coats and the black and white livery scheme, all paints are anti-corrosion, erection of all components on site to complete the project. All work carried out in accordance with the Cumbria County Council approved ‘*Guideline & Specification for the Restoration & Reinstatement of Cast Iron Fingerposts*’ - £2184.54 plus Vat.

Cumbria County Council Highways stated they would put the sign on the list of cast-iron signs that need attention; however refurbishment of these signs is an expensive process and budgets are very limited, so it may not be possible to repair the sign imminently.

Councillors agreed that they could not justify spending £2184.54 on the sign and it was decided that the clerk again contact highways and urge them to restore the sign as it was at a major junction. Replacing the Keswick finger was essential and the Scarness and Castle Inn fingers require re-aligning.

Cllr James reported that School Road would be repaired in November, there was currently no funding for the solar powered slow signs, but this would be looked at again in the future. An inoperative light (No. 23) outside the phone box had been reported. The Parkergate to Ravenstone road has overhanging bushes and trees on the left going to Keswick – *clerk to report to highways.*

**14) Parish Room Refurbishment** –Cllr Stephens reported the following; we have been told that our stage 2 application has been approved and we have been invited to make a stage 3 application; this is the final application stage during which we develop our plans more fully (both for the building itself and also the enhanced services which we intend to offer in a new improved hall), carry out surveys, invite tenders etc. Because the stage involves a significant financial cost (e.g. drawing up plans, preparing costs, applying for planning permission and having various surveys carried out), the Lottery have offered us a “Development Grant” of £38,754.

The lottery impose a press embargo until 15th September when they announce all of the awards in the current round after which we are free/encouraged to publicise the award.

We have received the paperwork associated with stage 3 which includes an acceptance form which must be returned together with other papers, such as details of the bank account to which money will be paid. The paperwork also includes terms and conditions (distributed to all members of PC and PRMC) and copious guidance notes on what is required for our final submission.

The new bank account must be called “Bassenthwaite Parish Council BIG account” and the details have to be with the lottery by 20<sup>th</sup> September. Helen and I have a meeting with HSBC in Workington on 11<sup>th</sup> in order to open the account with signatories of John Stephens, Peter Richardson, Keith McMillan and Helen Reb. Any two of these can sign cheques on the account.

Last week (26th August) members of the SG had a telephone induction conference call with our funding officer (Amanda Vaughan). This week (1st Sept) the SG had a meeting with our architect (Lucy Nelson from Ecoarc) and next week (8th Sept) the SG will have a face-to-face meeting with our capital adviser (Matthew Smith with whom we worked during stage 2). The SG has also started obtaining quotes for some of the surveys which will be required and continued to investigate the opportunities for obtaining additional grants from other sources and started preparing applications.

The lottery insist that grant recipients publicise that lottery money has been granted and on what it is being spent but not before the official announcement of the grant which will be on 15<sup>th</sup> September on the big lottery web site and in press releases.

The official logo must be used where appropriate which includes the Bassenthwaite web site.

The Steering Group is made up of Gillian Forsyth, John Stephens, Keith McMillan, Guy Lee, Nicole Towler, Alison Trafford and Marianne Towler (Youth Representative). Ken Armstrong is joining the group given his building experience. Not all members attend every meeting but there is a quorum requirement of four.

The Steering Group are planning a public meeting to show and discuss the proposed design before submission of final plans to the LDNPA planners, which should be before the end of October 2015. All parish councillors and members of the Parish Room Management Committee will be given the chance of seeing the plans before the public meeting.

Cllr Mattinson requested that as the new building would be the boundary, an agreement should be drawn up by a solicitor, advising of this and it be signed by both parties.

The relevant paperwork was completed to open the new bank account in the name of ‘Bassenthwaite Parish Council BIG account’ with signatories being Cllrs Stephens, Richardson, McMillan & Reb.

- 15) **Lake District National Park** – it was noted that Cath Johnson was unable to attend the meeting to report on the United Utilities pipeline scheme and give an update on the production of a community ‘legacy list’, but would attend the October meeting.
- 16) **Hearse House** – it was noted that the church were still using the building and would continue for the short term future. Steve Sowerby would shortly start to paint the door in the colour of holly green.
- 17) **Maintenance of Amenities** – the clerk reported that a parishioner had advised that the iron benches would last longer if they were sand blasted and then painted, but it was agreed that this would be expensive. Cllr Stephens stated that he had purchased some dark green paint specifically for painting metal and volunteered to start painting the benches. Cllr James volunteered to stain the Rotary seat in the village.

**18) Items for next Agenda** - New items to be with the clerk by Monday the 21<sup>st</sup> September 2015.

**19) Date of Next Meeting** - it was noted that the next meeting of the Parish Council would be on Thursday the 1<sup>st</sup> of October 2015.

*The chair closed the meeting at 8.42 pm.*