

## CASTLE SOWERBY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Thursday 17 May 2018 at Millhouse Village Hall

### PRESENT

#### Councillors

Richard Little (RL)                      Philippa Groves (PG)                      Helen Kerry (HK)                      Gerald Bainbridge (GB)  
Sid Ashbridge (SA)                      Michael Strong (MS)                      Joyce Wetherell (JW)

Clerk - Rachael Kelly (RK)

1 x Member of Public

2018 / 1	<b><u>Election of Chairman</u></b> <i>Resolved</i> that Cllr Richard Little be Chairman for 2018/2019
2018 / 2	<b><u>Election of Vice Chairman</u></b> <i>Resolved</i> that Cllr Philippa Groves be Vice Chairman for 2018/2019
2018 / 3	<b><u>Signing of Declaration of Office by Chair and Vice Chair</u></b> <i>Resolved</i> that Cllrs Richard Little & Philippa Groves sign the Declarations of Office.
2018 / 4	<b><u>Apologies for Absence</u></b> <i>Resolved</i> that apologies had been received from: Cllr Jonathan Stalker Cllr Andrew Mallinson Cllr Tom Wentworth-Waites
2018 / 5	<b><u>Declarations of Interest</u></b> <i>Resolved</i> None
2018 / 6	<b><u>Minutes of the Parish Council meeting held on Thursday 15 March 2018</u></b> <i>Resolved</i> that the minutes of the Parish Council Meeting held on 15 March 2018 (Pages 21 – 23) be confirmed as a true record and signed by the Chairman.
2018 / 7	<b><u>Progress Reports</u></b> <b><u>Rural Broadband</u></b> An email from Rory Steward was circulated.
2018 / 8	<b><u>Public Participation / Open Session</u></b> <b><u>Eden District Councillors Report</u></b> <i>Resolved</i> Cllr Kevin Beaty did not attend the meeting
2018 / 9	<b><u>County Councillors Report</u></b> <i>Resolved</i> Cllr Tom Wentworth-Waites did not attend the meeting. Tom sent a report

	<p>for the AM</p> <p><b>2018 / 10</b> <u>Northern Fells Group Committee Member Report</u> <b>Resolved</b> – Geoff Hine gave a report at the APM.</p> <p><b>2018 / 11</b> <u>Public Participation</u> <b>Resolved</b> Richard Little advised he had been contacted regarding the trees overhanging the new wall on to the road. Richard to speak to the owner.</p> <p><b>2018 / 12</b> <u>Planning Matters</u> <b>Resolved</b> that the following applications were received from Eden District Council. The Clerk to inform EDC of the Councils’ observations as follows:</p> <table border="1" data-bbox="300 598 1307 892"> <thead> <tr> <th>Application Number</th> <th>Location</th> <th>Description</th> <th>Comment</th> </tr> </thead> <tbody> <tr> <td>18/0343</td> <td>How Hill, Hutton Roof</td> <td>Proposed conversion of former barn to dwelling &amp; erection of car port</td> <td>No objection</td> </tr> <tr> <td>18/0344</td> <td>How Hill, Hutton Roof</td> <td>Listed building consent for conversion of former barn to dwelling &amp; erection of car port</td> <td>No objection</td> </tr> </tbody> </table> <p><b>2018 / 13</b> <b>Resolved</b> to note the decisions of Eden District Council with regard to the following applications:</p> <table border="1" data-bbox="300 1008 1404 1165"> <thead> <tr> <th>Application Number</th> <th>Location</th> <th>Description</th> <th>Decision</th> </tr> </thead> <tbody> <tr> <td>18/0110</td> <td>Barns at How Hill, Hutton Roof</td> <td>Listed building consent or conversion of agricultural buildings to form 3no. dwelling houses</td> <td>Granted</td> </tr> </tbody> </table> <p><b>2018 / 14</b> <u>Financial Records</u> <b>Resolved</b> that the funds currently stand at £5,008.74 and be received and noted.</p> <p><b>2018 / 15</b> <b>Resolved</b> that the Chairman was authorised to sign the cash book / bank reconciliation</p> <p><b>2018 / 16</b> <b>Resolved</b> that the following payments be made:</p> <table border="1" data-bbox="300 1480 1144 1690"> <tbody> <tr> <td>CALC</td> <td>£137.00</td> </tr> <tr> <td>Zurich</td> <td>£257.60</td> </tr> <tr> <td>T Wetherell</td> <td>£50.00</td> </tr> <tr> <td>R Kelly Wages &amp; Expenses</td> <td>£129.84</td> </tr> <tr> <td>HMRC</td> <td>£25.80</td> </tr> </tbody> </table> <p><b>2018 / 17</b> <b>Resolved</b> that the Chairman be authorised to sign the Annual Governance Statement, Accounting Statement and Exemption Certificate for 2017/2018</p>	Application Number	Location	Description	Comment	18/0343	How Hill, Hutton Roof	Proposed conversion of former barn to dwelling & erection of car port	No objection	18/0344	How Hill, Hutton Roof	Listed building consent for conversion of former barn to dwelling & erection of car port	No objection	Application Number	Location	Description	Decision	18/0110	Barns at How Hill, Hutton Roof	Listed building consent or conversion of agricultural buildings to form 3no. dwelling houses	Granted	CALC	£137.00	Zurich	£257.60	T Wetherell	£50.00	R Kelly Wages & Expenses	£129.84	HMRC	£25.80	RK
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2018 / 18	<p><b><u>Schedule of Correspondence, Notices, Publications &amp; Matters Arising</u></b>  <b><i>Resolved</i></b> that all items listed on the schedule for information be noted.</p>	
2018 / 19	<p><b><i>Resolved</i></b> the following policies were considered and for re-adopted, as the Standing Orders:</p>	
2018 / 20	<ul style="list-style-type: none"> <li>i. Standing Orders – amended to reflect NALC changes</li> <li>ii. Complaints Procedure</li> <li>iii. Financial Regulations</li> <li>iv. Freedom of Information Policy &amp; Publications Scheme</li> <li>v. Asset Register</li> <li>vi. Risk Management Policy &amp; Protocol</li> <li>vii. Press and Social Media Policy, inc. Guide for press/public attending meetings</li> <li>Viii. Data Projection Policy – amended to reflect GDPR</li> </ul>	
2018 / 21	<p><b><u>Councillor Matters</u></b>  Potholes – Lim Kiln Nook – and drain dangerous, along with standing water  Self seeding Ash trees are growing at the bottom of Millhouse Bridge and causing damage</p>	
2018 / 22	<p><b><u>Date of The Next Meeting</u></b>  The dates for the next scheduled meetings are confirmed as:  Thursday 19<sup>th</sup> July 2018 – 7.30pm                      Thursday 20<sup>th</sup> September 2018 – 7.30pm  Thursday 29<sup>th</sup> November 2018 – 7.30pm</p> <p><b>Meeting closed 8.10pm</b></p> <p><b>Chairman.....</b></p> <p><b>Date.....</b></p>	