

## **LORTON PARISH COUNCIL**

### **Minutes of the parish council meeting held on Wednesday 2<sup>nd</sup> May 2018**

Meeting opened: - The chairman declared the meeting open at 8.43pm.

Present: Cllrs Mrs C Poate (chair), Mrs G Postlethwaite (vice chair), P Deeks, C Edmunds, N Young, J Cruickshank.

Cumbria County Councillor and Allerdale District. None present

Clerk: Mike Milner, 4 members of the public

Apologises for absence: S Irlam (LPC), T Annison (ADC) Alan Bowness (CCC)

#### **44.00 Apologises for absence**

44.01 As noted above

#### **45.00 Declarations of interest.** None

#### **46.00 To read and approve the minutes of the last meeting of Lorton parish council held on Wednesday 7th March 2018.**

46.01 Minutes proposed for acceptance by P.D and 2<sup>nd</sup> by C.P and unanimously accepted by the council. Chairman signed as a true copy.

#### **47.00 Public Participation.**

47.01 Clerk had no matters from previous meeting. Members of the public had no items.

#### **48.00 Police Matters.**

48.01 Clerk had no report from PCSO and police website was its usual 3 months out of date.  
48.02 Cllrs reported that there had been a recent theft of a vehicle in the last few days and a tow bar was physically removed from another vehicle. All details were on social media, but not the police website. Clerk to email police and ask why the delay. Vehicles stolen, parked up for a few days to see if tracker fitted. Residents should know of such events, so they could be aware of suspiciously parked vehicles.

#### **49.00 Planning Applications.**

49.01 Clerk had received notification of 2 approvals, 7/2017/2331 Pack Horse Cottage, Low Lorton and 7/2018/2073 land adjacent to Brackenrigg, Low Lorton. The latter was a follow up to 7/2016/2219 which requested compliance to section 10 of that application.

49.02 New application 7/2018/2075 land adjacent to Brackenrigg, Low Lorton amendments to original 4 bed property. This application must be responded to by 22<sup>nd</sup> May 2018.

Councillors to consider and advise prior to that date.

49.03 App 7/2018/2062 1 Fernwood, High Lorton there had been a site visit attended by PC chair and council had submitted a No Objection email to LDNPA.

#### **50.00 Matters concerning District and County Councillors.**

50.01 Cllr A.B had made the following comments during earlier AGM meeting as he had another meeting to attend.

50.02 Cllr A.B confirmed that the recent road repairs and resurfacing projects had taught Highways and the residents how important appropriate and accurate signage was.

50.03 At a recent Highways meeting it had come to light that everyone who cut the grass outside their homes should actually have permission to do so and that they ought to have the appropriate third party insurance to cover them. Cllrs requested the clerk to request that the current PC contractor provides evidence of his having insurance.

50.04 Highways currently have a project to refurbish the old cast iron signpost and finger plates. Clerk to investigate. Milestones were discussed but they may well be listed items so cannot just be replaced so easily.

### **51.00 Presentation, for approval, of new Financial Code.**

51.01 Clerk had circulated a revised financial code which tightened up the procedures for internet banking. Cllr P.D proposed that it was accepted, Cllr C.P 2<sup>nd</sup> and the council approved the adoption.

### **52.00 Approve use of Internet Banking with Lorton HSBC Parish account.**

52.01 Clerk had obtained the appropriate bank forms for signature by two of the bank account signatories. Cllr P.D proposed the adoption of internet banking, Cllr C.P 2<sup>nd</sup> the proposal and Cllrs agree unanimously. Forms signed.

### **53.00 Parish Council document retention procedure approval.**

53.01 Clerk explained his study floor was full of old PC documents and that prior to data protection changes he wanted to place appropriate docs in storage with Cumbria Records Office. He had circulated a procedural document and Cllr P.D proposed its acceptance, Cllr G.P 2<sup>nd</sup> the proposal and council unanimously approved.

### **54.00 Lorton Parish Summer News.**

54.01 Clerk had obtained a quotation of £45 for 150 A4 4 sheet newsletters on 80gms paper in full colour. Councillors agreed to produce the Summer newsletter in the new format, less than half the previous costs. See how it is received.

54.02 Clerk happy to put the newsletter together, to go to the printer late June. Various Cllrs to provide articles. Perhaps a promotion for the indoor bowling club?

### **55.00 Progress reports, clerk**

55.01 Data Protection, new government legislation comes into force 28<sup>th</sup> May 2018 so clerk circulated a Data Protection Policy for the council to adopt. It was unanimously approved by council. It was suggested that the clerk look for the old "email circulation" list and create an "Opt-In" approval form. Clerk to execute that procedure. Also create a website policy document.

55.02 The parish council insurance policy expires 6<sup>th</sup> June. Council approved the action of clerk obtaining a couple of quotes and he and chair to approve an appropriate, they no current premium and cover. Cllr P.D to also enquire for quotation.

55.03 Clerk would present new revised Standing Orders at the July meeting, plus whatever other documents need updating.

55.04 Clerk had purchased a new laptop to be shared with Loweswater Parish Council plus software and mouse, total cost £639.88. Cost to Lorton £319.94, the council had already received £350 from Transparency Fund to cover the cost.

### **56.00 Lorton Councillors reports.**

56.01 Cllr N.Y had attended on behalf of the council a neighbourhood planning meeting, but he reported that for a parish council the size of Lorton it would be a task far to big and time consuming. Cllrs all agreed. He did report that places like Keswick and Kendall were apparently obsessed with parking. Councils that have undertaken such a neighbourhood plan had got involved with detail for long periods of time. It was agreed that the parish council was not going to undertake such a task, but through the Summer newsletter would invite residents to consider tackling the project for the community.

56.02 Chair C.P had been contacted about "Living Lakes – Your Local Plan Review" by Geoff Davies, LDNPA. The plan to be made public 8<sup>th</sup> May, but a major proposal for discussion is a large car park situated at Thornthwaite near Keswick and then using gondolas, ski lift style, transport folk up to Whinlatter.

56.03 Councillors would wait for the formal plan, but that car park would not resolve the problem of traffic from this area of the Lakes having to travel over Whinlatter to get to Keswick and A66 for Penrith.

### **57.00 Correspondence.**

57.01 CALC had advised that their annual subscription of £137.00 was due. Council approved its renewal.

57.02 Allerdale Borough Council had written advising their lighting budget had been cut by 20%, £12,500, and so repairs would probably cease about Oct/Nov 2018.

57.03 LDNPA April 2018 newsletter received and would be circulated to all councillors.

57.04 Allerdale BC have confirmed first instalment of precept, £2750 had been transferred to parish bank account.

57.05 Richard McCree had submitted his invoice for grounds maintenance. He had not cut grass in March due to weather but had for April £175 as per contract. He had cleaned up the debris around the village left by the road contractors and billed £175. Council agreed payment of £350.

### **58.00 Payments for Approval**

CALC cheque 100466 £137.00 annual Calc subscription

M Milner 100467 £319.94 Half cost of laptop purchase 55.04 refers

R McCree 100468 £350.00 ground maintenance contract

M Milner 100469 £132.75 salary for April

HMRC PAYE 100470 £33.00 clerks PAYE contribution

All approved

Meeting closed 9.58pm

### **59.00 Date and time of next meeting Wednesday 4<sup>th</sup> July 2018 at 7.30pm**

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