

## LORTON PARISH COUNCIL

### Minutes of the parish council meeting held on Wednesday 4<sup>th</sup> July 2018

Meeting opened: - The chairman declared the meeting open at 7.30pm.

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

Cumbria County Councillor and Allerdale District. A. Bowness (CCC)

Clerk: Mike Milner, 3 members of the public

Apologises for absence: S Irlam (LPC)

#### **60.00 Apologises for absence**

60.01 Apologises as noted above but the chair also read a letter of resignation from C Edmunds (LPC)

**61.00 Declarations of interest.** None

#### **62.00 To read and approve the minutes of the last meeting of Lorton parish council held on Wednesday 2<sup>nd</sup> May 2018.**

62.01 Resolved to approve the minutes as a true and accurate record.

#### **63.00 Public Participation.**

63.01 Chairman invited public participation and Mr John Steel introduced himself and his wife and explained that they had bought a property in Lorton, Crossgates, a 1950's built bungalow which was not as anticipated suitable for renovation. He was therefore attending the meeting to explain the reasons why they were proposing to develop the land by demolishing the existing property and build a 4 bedroomed property that would comply with the local environment in all planning criteria. There had been consultation with LDNP and architects and a bat report undertaken. At the end of his presentation the chairman thanked him for attending and explaining his plans. The Steel's then left the meeting.

#### **64.00 Police Matters.**

64.01 Clerk advised the meeting that there was a new PCSO Megan Jones, who had provided a report, which he read. The police website was still only showing information up to April 2018.

64.02 All Cllrs expressed their concerns about the website. Clerk confirmed that the PCSOs as well shared their disappointment in the manner it is maintained by an outside agency. Cllr A.B (CCC) confirmed that the councillors' views were common across all parishes.

#### **65.00 Planning Applications.**

65.01 minute 49.02 app 7/2018/2075 land adjacent to Bracken Rigg, this had been approved with conditions.

65.02 new app' 7/2018/2120 High Mill Barn, High Lorton, extensions and alterations. Cllrs instructed clerk to advise LDNP no objections.

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65.03 new app' 7/2018/2132 Gillbrow, High Lorton, change of use to part of barn for additional living accommodation. After discussion clerk instructed to advise LDNP no objections.

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

66.01 Cllr A.B (CCC) was present and reminded the Cllrs about funding for refurbishment of the old historical finger sign posts. Cllr J.C (LPC) to go around the parish and record the locations and photograph each and provide the details to clerk who would then forward all info to Highways to get them registered and on the refurbishment programme.

66.02 Milestones were also to be traced and recorded.

66.03 Cllr A.B also advised that he thought the Whinlatter Pass road closure would be put back until end of September after the Tour of Britain race. Cllr A.B left the meeting after being thanked by chair for his attendance.

#### **67.00 Review and update Lorton Standing Orders.**

67.01 Clerk distributed hard copies of the file he had already circulated by email. After a short discussion the councillors resolved to accept the revised Standing orders.

#### **68.00 Approve Lorton Planning Procedure document.**

68.01 Clerk advised that the document he had circulated and printed for distribution was based on old LDNP procedures. They had since the document's preparation changed their procedures to take effect from 1<sup>st</sup> August, everything to be done by electronic distribution.

68.02 After a detailed discussion clerk to revisit his document and reword where appropriate to accommodate the new procedures, then represent to the Cllrs.

#### **69.00 Receive accounts April/June 2018**

69.01 Clerk circulated accounts document with bank reconciliation to 30<sup>th</sup> June. Accounts explained, chairman signed the bank statement to confirm it tallied with bank reconciliation.

69.02 Cllr P.D requested if future accounts docs could be circulated prior to the meeting date. Clerk agreed, but pointed out Internet banking had made presentation within 4 days of quarter end practical, in future though he would distribute before the meeting.

#### **70.00 Payment of clerk's salary monthly.**

70.01 Clerk requested that Cllrs approved his request to pay his salary and HMRC PAYE on a monthly basis to keep in line with HMRC procedures. Salary is a fixed 15 hrs a month so it would be the same each month, and no expenses would be claimed or paid until approved at a full council meeting. Cllrs resolved to accept the request.

#### **71.00 Progress reports, clerk**

71.01 Boon Beck bridge repairs. Clerk explained he was in contact with the Highways senior bridge technician. He had supplied him with recent photos of the bridge movement.

71.02 Cllrs agreed that work was necessary whether this September on grounds of "public safety" or in the next financial year as originally proposed by CCC Highways needed further discussion with Highways. Clerk to put item in Summer newsletter.

71.03 Since the last meeting Richard McCree had retired from providing grounds maintenance in Lorton due to ill health. Chair had contacted an alternative contractor Harvey Davidson t/a Bigfoot who had supplied suitable insurance certificates and knew the areas to be maintained. He took over the contract as agreed with the previous contractor.

71.04 Parish Insurance had been placed with Community Lincs at a premium of £199.96 that premium agreed for the next 5 years, subject only to Insurance Tax changes.

71.05 Newsletter to include detail of data consent form and bridge repair.

71.06 Sign posts had been discussed fully, minute 66.01, plan of action agreed.

71.07 Documents taken to Whitehaven CCC Archive Office and receipt received.

71.08 Urgent road closure had been received due to a broken grid across the road at Hopebeck, Lorton. Details had been circulated. Car badly damaged but vehicles still using the road, ignoring road closed signs, obviously at owner's risk.

71.09 The village Pound wall had been partially demolished by W. Armstrong's milk tanker,(for Mr B Sheils). Clerk had been in touch with vehicle's owner and matter to be dealt with directly with Armstrong's insurers AXA. Cllr G.P to provide clerk with wall repairers details to get 2 quotes.

71.10 Clerk had created a data consent form, its availability to be publicised in Summer newsletter. Clerk had that afternoon registered the parish council with the **Information Commissioner's Office** receipt number **A8380679**. It had cost £40 paid by clerk.

#### **72.00 Lorton Councillors reports.**

72.01 Cllr J.C brought up a matter about land use that he had been asked about. Chair advised that the person raising the issue should contact the compliance officer for the LDNP as they were responsible for such matters not the parish council.

72.02 Cllr P.D would provide the clerk with copies of all licences and leases that he held also details of the position of the benches and a repair schedule.

72.03 Cllr C.P would consider action to promote the Tour of Britain.

72.04 Cllr G.P advised of the school project and how it was trying to obtain items connected with famous people from the Lakes to auction for school funds.

72.05 Cllr C.P requested newsletter advise of councillor vacancy and clerk to advise Allerdale BC.

#### **73.00 Correspondence.**

73.01 Report received from North DA Parish Member of LDNPA and circulated.

73.02 Received today a judicial review that concerned Cllrs, as a result of court case involving Ledbury Town Council. Clerk to see how it would effect Code of Conduct.

73.03 Data Protection registration minute 71.10 refers.

73.04 Planning course. Details already circulated agreed Cllrs J.C, N.Y and clerk would attend on 12<sup>th</sup> September at Penrith 2pm registration, approx. cost £40/45 per head.

#### **74.00 Payments for Approval**

Harvey Davidson Intpay 2 £350.00 Grounds maintenance May/June  
M Milner Intpay 3 £414.58, Salary 331.50 less PAYE , Exp £84.08  
HMRC PAYE Intpay 4 £ Intpay 3 & 4 outstanding see clerks report Sept minutes  
All approved.

Meeting closed 9.15pm

**75.00 Date and time of next meeting Wednesday 5<sup>th</sup> September 2018 at 7.30pm**