

Lorton Parish Council

Minutes of the parish council meeting held on Wednesday 3rd May 2023 Which commenced with parish council AGM.

Chair opened the meeting 7.30pm

Present: Cllrs, Chris Poate(chair), Glenis Postlethwaite (vice-chair) Peter Deeks, Pam Jaques, Garan Comley, Tanya St Pierre. 2 members of the public.

Clerk, Mike Milner.

Cumberland Councillor, Jill Perry.

575.00 Apologies for absence, none.

576.00 all councillors signed new declaration of office forms, although all to be returned with no poll necessary.

577.00 To appoint a chairman and a vice-chairman for the coming year.

577.01 Cllr P D proposed that Cllr C P continue in the chair, Cllr P J seconded. Cllr C P confirmed her willingness to serve as chair. Returned as chair unanimously.

577.02 Cllr G P advised that she did not wish to stand again for position of vice-chair. Chair Cllr C P thanked her for her past services. Chair Cllr G P proposed that Cllr P D be elected as vice chairman seconded by Cllr T St P. Cllr P D confirmed he would be happy to take on the role if elected, which he was unanimously.

577.03 The clerk got the two successful appointees to sign their declaration of office forms.

Chair declared the AGM closed 7.38pm

Minutes of the parish council meeting held on Wednesday 3rd 2023 at Yew Tree Hall, Lorton commencing 7.39 pm.

Present: as above

578.00 Apologies for absence, None

579.00 Declaration of Interest. None

580.00 To approve and accept the minutes of the last Lorton Parish Council held on Wednesday 1st March 2023, as a true record.

580.01 Councillors unanimously resolved to approve the minutes.

581.00 Public Participation.

581.00 One member of the public raised the issue of potholes in Low Lorton. Clerk and Cllrs advised that they were constantly reporting potholes. They were repaired, but method of repair meant that some had longevity and others were just short term patches. Exasperating but it was Highways decision as to how repair was undertaken. Cllr P D to report the Low Lorton potholes again. He did advise all that if people were photographing the pothole to establish its What3Word location and use that when telling Highways Department on HIMs system.

581.02 Other member of public pointed out the current meeting was not on the website. Clerk apologised it was unusual, they were advertised in noticeboards. He would investigate the problem, it was first time since he had been clerking at Lorton, 5 years, of such an anomaly. Cllr G P informed that the Melbreak Website which hosted the parish website was run on a purely volunteer basis.

581.03 The same member of the public raised the issue of the wall opposite Yew Tree Hall and its state of disrepair. Chair C P advised that the parish council had reported the issue to highways on a regular basis, but it is the landowner's responsibility to repair.

582.00 Police Matters.

582.01 Clerk advised he had circulated the police e-newsletters, no other report.

583.00 report of Cumberland Councillor.

583.01 Cllr J P advised that Community Panels and Community Network Panels had been set up. They would meet 4 times a year. The new council had also elected representatives to the National Park Authority.

584.00 Applications for development.

584.01 clerk reported that application 7/2023/2006, 2 Broomcroft, Lorton had been approved.

584.02 Application T/2023/0044, covering the reduction of a Maple Tree and a Horse Chestnut at Lorton Park, Lorton. All documents had been circulated to Cllrs. It was agreed no objection to the work.

584.03 There was also application 7/2023/2069, submitted by the parish council itself for the interpretation boards. Clerk advised that he had been requested to provide a 1.1250 site plan and indicate where the board would be on the YTH wall. Cllr P D confirmed to his fellow Cllrs that that would be impossible to put on to scale and indicate was the only option. Clerk to write to planning supporting its own application.

585.00 Receive and approve the parish council accounts for financial year 2022/23. Internal auditors report, Annual Governance Statement, Accounting Statement for the year all to be resolved. Bank reconciliation and variance report. Documents attached.

585.01 Clerk had circulated all the necessary documentation prior to the meeting, and he then proceeded to go through each section with the councillors.

585.02 Certificate of Exemption, AGAR 2022/23 Part 2. This confirms that the parish has neither income or expenditure exceeding £25k. Document duly signed by chairman and parish Responsible Finance Officer, the clerk.

585.03 clerk presented the signed Annual Internal Audit Report. Internal audit had taken place 15/10/22 and 27/04/23. All boxes correctly ticked, and no issues or recommendations raised.

585.04 Annual Governance Statement. RFO read out the content of the 9 boxes on the form and at each statement ticked the Yes box with Cllrs approval. Form then duly signed by chair and clerk.

585.05 Finally the accounting statement, which had been circulated was approved by councillors and duly signed by RFO and chairman.

585.06 Clerk confirmed that he would make the appropriate returns to the external government auditor, put necessary document required in the village noticeboard for the appropriate period and ensure they are displayed on the parish council website pages.

586.00 Updated Code of Conduct, resolve to approve.

586.01 Clerk explained Cumberland Council had requested that when signing the new Pecuniary Interest forms, councillors should indicate the date of the Code of Conduct. Clerk advised it was a copy Carlisle Town Council's code. Cllr P D asked if Calc had a basic code, and clerk advised this was one of several options provided by Calc on their website for parish councils to use as a template. Cllr P D proposed acceptance, Cllr P J seconded and Cllrs resolved to accept unanimously.

587.00 Interpretation Boards and Community Tubs.

587.01 Cllr P J updated on the board situation was. She was basically awaiting the LDNP planning approval, at which point she can call down the Lottery funding monies already approved. She was keeping in contact with the lottery fund personnel to explain the planning delays.

587.02 Clerk to provide her with copies of receipts for the plans purchased for the planning application, £51.79, also the payment to LDNP Planning for the actual planning application, £66, 50% of the actual fee, as the parish council are entitled to that discount. Clerk reminded all that he had ring fenced a sum of £1500 in the current bank account for the project.

587.03 Cumbria Wildlife Trust contributed 6 bags of peat free compost for the tubs, through their GRCF funded 'Planting for Pollinators' project.

588.00 Parish Plan proposal, update Cllrs P D and G C.

588.01 Cllr G C made a PowerPoint presentation, consisting of 15 very informative slides indicating their current state of developing the plan, they started with the statement that it is a "Parish Plan" not a "Neighbourhood Plan." They indicated there were 6 key point issues to consider.

588.02 the presentation covered the proposed ideas, the process steps, the community engagement, and a basic question of where is Lorton Parish at the current time?

588.03 The councillors followed the PowerPoint and discussed how they could connect with the community, should they approach current groups, but Chair C P stated that some groups were not made up of a majority of local residents and did a table tennis evening want to engage with Cllrs or actually play table tennis? It was finally decided that perhaps the parish newsletter was the best initial way forward and see what response that produced. Cllr P D advised that the current feedback suggested that a regular bus service, Yew Tree Hall, Facilities for kids and road traffic speed were the current local community issues.

589.00 Parish Insurance renewal, Zurich Insurance.

589.01 Clerk advised that Zurich had issued their renewal details for the long-term agreement that the parish had with the company. The renewal for this coming year is £225.48, last year it was £205.08. Cllr unanimously resolved to accept the renewal charge.

590.00 Coronation Mug distribution plans.

590.01 The chair Cllr C P outlined the arrangements for the distribution of the mugs to the school children and the younger children not yet of school age. It was to be undertaken at a lunch at the school. The chair had brought along an example of the mug for Cllr to inspect.

591.00 Yew Tree Hall, update report Cllr P D.

591.01 Cllr P D advised that basically the YTH committee were awaiting a "Needs" document being written by the YTH chairman. Arrangements are being made to visit local village halls.

591.02 Cllr P J told the council that on 29th April at YTH there had been a Jazz and Jambalaya event. There had been 89 attending, ticket sales and proceeds from the bar had contributed £1252 to YTH funds, and there had been an auction for Mountain Rescue funds which had raised a further £752. All agreed an excellent result.

592.00 Consider joint parish council meeting proposal by UU with regard Crummock Water weir removal.

592.01 UU are keen to further discuss the way forward with Buttermere, Lorton and Loweswater parish councils, now they have more technical information to make available. UU are prepared to arrange a separate meeting with vocal local residents but wish the meeting with the 3 parishes to be a closed meeting.

592.02 It was acknowledged that trying to create a one date fits all meeting across the 3 parishes would be a problem, so clerk to arrange for an evening meeting and then circulate the date.

593.00 Summer Parish magazine content.

593.01 The content would be, Parish Plan article, litter pick report with picture, Coronation Mug distribution, Wildlife meeting write up and an update on the "rights of way" around the village. Copy to clerk by 10th July for printing and distribution before the school breaks for summer.

594.00 Progress reports, clerk.

594.01 clerk had obtained Calc Parish PowerPoint plan for Cllrs P D & G C.

594.02 Clerk had on 21st March written to YTH chair and sec' confirming that the parish council did not consider the parish field suitable for a new build. Email cc'd to all Cllrs.

594.03 Various email exchanges about Lorton Millennium bench, restored in an excellent manner by Richard Johnson and now located in the Parish Field. Clerk to write and thank him for his time and effort on behalf of the parish council and community.

594.04 Clerk had received the Printpoint invoice for the Easter newsletter and he had with the chair's approval paid it before the year end accounts closed to save unnecessary accounts entries.

594.05 All end of year documentation received and dealt with.

594.06 Clerk had liaised with Cllr P D about litter pick and arranged with Cumberland's Allerdale office to get bags collected.

594.07 graffiti on parish noticeboard has been erased.

594.08 Clerk had created the new code of conduct.

595 Councillors Reports

595.01 Cllr P J that it was a year since she had done her initial audit of the rights of way in the parish. She was happy to say it was all now virtually completed. Amy Smiles the LDNP Ranger had worked with Cllr P J and they were on final section, which LDNP had undertaken to pay for. There were just 3 issues including that to complete. Another was a Lonning whose ownership the ranger would establish and get that landowner to make the necessary clearance of the accumulated gravel. Cllr P J has two kissing gates to find locations for.

595.02 Cllr P J proposed that perhaps once all the work was completed there could be an autumn "Coronation Walk" around the parish, all 9½ miles, or more likely a shorter walk for youngsters.

595.03 Cllr G P updated briefly on Melbreak Communities and that she and Tanya were getting a community Wildlife Group up and running.

595.04 Cllr T St P reported that the verges of the village had been cut correctly by Harvey. She could also report that Lorton's iNaturalist link now had 471 observations of 295 different species by 45 observers. An excellent feat of commitment by Lorton residents.

596.00 Correspondence.

596.01 The initial payment of the precept has been made.

596.02 Received various emails about contested and uncontested poll material.

596.03 The Northern District Rep' on LDNP Geoff Davies is standing down, a Cllr Peter Walter is putting himself for election, if he is successful, clerk will invite him to a parish council meeting.

596.04 The temporary barriers by the beck by Shatton Hall have fallen into the beck. The barrier issue was first reported 28th Nov' 2022, Reported latest problem 23rd Apr' 2023, E1/146713.

596.05 Temp' road closure by Lorton shop from 9th May, notice advised 35 days, but local signage states 3 to 5 days, someone missed the hyphen mark, 3-5days.

596.06 Calc have advised that membership for the coming year will be £146.48. Clerk asked that councillors continued their membership which they indicated unanimously. There are 291 registered voters in the parish.

596.07 Zurich insurance rec'd, dealt with by separate agenda item.

596.08 Email received from owners of Horse Shoe Cottage, issue with sewers and a blockage. Clerk had advised it was private land so nothing parish council could do and likewise UU will not get involved.

596.09 The Dark Skies rep' from Friends of the Lakes has requested that with a new council Cumberland now in place could Lorton clerk promote the parish's status as a leader in adopting Dark Skies lighting and remind the new unitary council of the importance of the project.

596.10 Clerk was very annoyed with HMRC about their changes to payment time limits, all now complied with but although assuring him the the parish was fully compliant, and that they would cancel late submission fines, he had received on Tuesday a letter form Moorcroft Debt Collection Company. He had responded directly to Moorcroft and also sent copy to HMRC in Bristol.

596.11 Amazingly Harvey Davidson, Bigfoot, had submitted his March/April grounds maintenance invoice on Monday evening, a day earlier than normal and apologised if had thrown the clerk's accounting system into chaos. £464.00

597 Payments for approval.

M Milner Intpay142, £161.80, salary March, no expenses.

HMRC PAYE Intpay139, Clerks tax £40.40 march PAYE

The above payments made to conform with new HMRC reporting and payment legislation.

Central Design Ceramics Intpay 144, £326.40 Coronation Mugs approved March meeting.

Printpoint Intpay 145, £83.00, Easter parish magazine paid end March.

HSBC Bank a/c charges £8.00 March

M Milner Intpay146, £267.24, £161.80, salary April and expenses £105.34.

HMRC PAYE Intpay147, Clerks tax £40.40, April.

Calc Intpay 148, £146.48 annual calc subscription.

Zurich Insurance Intpay149, £225.48, Annual parish insurance.

Bigfoot Intpay 150, £464.00, grounds maintenance march and April.

Direct charge by HSBC £8 monthly account charge. April.

All Payments approved.

Meeting closed 9.42pm.