

SHAP PARISH COUNCIL

**Minutes of the Ordinary Meeting
Monday 2nd April 2013 at 7.30 pm
Venue: Market Cross**

Attendance:

Chairman:	Mrs J Jackson
Councillors:	Mrs C. A Bindloss, Mr D Mallinson, Mr D. Newsome, Mr E Hodgson, Mr A Sowerby & Mr W. Jones.
District Councillor:	Apologies from Cllr Hughes.
County Councillor	
Police	None
Clerk	Mrs J. Scott-Smith
Public:	None

1/04/13 Public Participation. None

2/04/13 Apologies for absence

- 2.1 Apologies for absence were received from Councillor Warburg who is ill and Councillor Mr Bindloss, also EDC Cllr Hughes.

3/04/13 The Minutes of the Ordinary Meeting of 4th March 2013 were signed as a true and accurate record.

4/04/13 Requests for dispensation – None

5/04/13 Declarations of interest – None

6/04/13 Finance

- 6.1 Council RESOLVED to approve the statement of accounts to 31st March Proposed: *Cllr. Sowerby seconded Cllr Hodgson.*

- 6.2 Payments between meetings
Eden Garden Services – street cleaning.
£196.00

Total £196.00

- 6.3 Council RESOLVED to authorise payment of the following accounts:

Clerk's Salary March 2013	£267.57
Clerk's expenses	£40.98
Wages - cleaning recycling centre Nov. [Litter Act 1983, s5; Public Health Act 1987, s144]	£78.24
Eden Garden Services – street cleaning	£72.00
Total	£458.79

Additional payments not shown on Agenda

David Corrie – supply of oak trees for Memorial Park £132.00

Shap Memorial hall – room hire MuGA and Broadband meetings £22.00

Total £154.00

Total Payments agreed £612.79

Proposed Cllr. Mrs Bindloss, seconded Cllr. Jones.

- 6.4 Budget update was not yet complete, but is anticipated for next month.

7/04/13 Planning.

- 7.1 **Planning Application No 13/0161** – Erection of a side extension to form a granny annex, I Green Croft, Shap for Mr John Healy. This application was viewed and councillors voted as follows: two against, four in favour and two abstained. Decision was made to approve, but to raise concerns regarding the size of the development for the size of the site and recommend that the Planning committee pay a site visit.
- 7.2 **Planning decision Application 12/0873** – replacement of fencing and creation of new access paths to existing sports area, Shap Memorial Park for Shap Parish Council. GRANTED with usual conditions; plus one with regard to lighting which must be switched off between 2130hrs and 0800hrs.
- 7.3 **Planning decision Application 13/0022** – Erection of single storey garden room extension Hause Farm, Hardendale, Shap for Ms Cropper – GRANTED with usual conditions.
- 7.4 **Planning decision Application 13/0076** – Change of use from public house to a dwelling with no external alterations, Bulls Head Inn, Shap for Mr C Wood GRANTED with normal conditions.
- 7.5 **Planning decision 12/1029** – Erection of two 80Kw wind turbines on 24.8m masts Nook Farm Shap for W J & R Atkinson. A letter that had been received that showed that the application had been granted but continued with reasons for refusal. Council were aware that the application had been refused. The Planning department was contacted by the Chairman, and they admitted that the letter had been sent in error, and copies of two letters to Universal Green Energy Ltd. had been received by email later the same day. These show the correct decision that the application was **REFUSED**. Planning department has apologised and admitted that they had been shoddy in their mailings.
- 7.6 **Lake District National Park Local Plan** – submission of allocations of land (Local Plan part two) and minerals safeguarding areas (Local Plan three).
- 7.7 **Letter and report from Planning Committee** 14th February with guidelines and recommendations.
- 7.8 **EDC** – email and questionnaire re: Planning review. This was completed for emailing back.

8/04/13 Highways

- 8.1 The Clerk reported on several issues that she had raised with Highways, and read the responses received. These included potholes at the junction of West Lane with the A6, and pavement surface breaking up in parts northwards from the Post Office.

9/04/13 Tourism

- 9.1 Councillors were updated on progress; The Chairman informed councillors that the Shap page was now included in the Visit Eden website.
- 9.2 The Walkers are Welcome application had now been submitted.
- 9.3 The Clerk showed the final draft design for the information board, and had contacted the sign manufacturer to arrange a visit.
- 9.4 The Shap information leaflets would be available shortly in an updated form.

10/04/13 MuGA

- 10.1 The work is now underway, and Cllr Mallinson thought that the fencing may be complete by the following day.
- 10.2 The issue of tarmac supply was raised, as this will be needed soon. The Chairman is to contact the donor to see if the offer is still available.
- 10.3 EDC are planning to come and take photographs of the work so far, to back up their grant.
- 10.4 Mrs Warburg had asked that a management committee be formed to run the MUGA once it is complete. A meeting had been held and the following will form the committee: Cllrs. D. Mallinson and E. Hodgson for Shap Parish Council; Trevor Stamper for Shap Football Club, James Horrocks for Shap Cricket Club and Youth members: Liam Belward, Billy Healey and Jack Coates.

11/04/13 Jubilee Trees

- 11.1 The Chairman said that the oak trees had been planted last month prior to the snowfalls.
- 11.2 Sadly a report had been received over the weekend that one had been snapped off.
- 11.3 The Clerk had contacted Philip Teasdale about making a special guard for one tree to mark the Diamond Jubilee, a quote and drawing had not yet been received.
- 11.4 The matter of a marker on another tree in memory of the late Councillor Weightman was also raised. The nature of such a marker will need to be investigated.

12/04/13 Forcebeck.

- 12.1 The Chairman said that there was nothing further to report, but that the woodland opposite Ocean Wells had been brought to Council's attention, the ownership needed to be ascertained.

13/04/13 Eden District Council Lighting Policy meeting to be held on Monday 8th April.

Signed *Jean Jackson* (as a true record)...Date:7th May 2013.

- 13.1 Posters had been distributed around the village and a notice placed in Shap Today.
- 13.2 The Clerk had some maps sent by EDC showing some at risk lights.
- 13.3 The meeting is open to the public and are being encouraged to attend.

14/04/13 Car park.

- 14.1 The Clerk had invited quotations from two contractors, and had only received one to date.
- 14.2 This showed the cost of the work including supplying tarmac; and for the work alone.

15/04/13 Street Cleaning.

- 15.1 The street cleaning arrangements with Eden Garden Services has been going well, and there have been many favourable comments.
- 15.2 At present the rate is lower due to it being winter, but once summer comes, and the gardening work increases, the charge will need to increase in line with their normal hourly rates.
- 15.3 The Clerk had calculated the amount available for street cleaning each month; and how many hours could be offered.
- 15.4 The Chairman suggested that Eden Garden Services be allowed a maximum for 25 hours per month.
- 15.5 It was suggested that this be reviewed again in March 2014. *Proposed: Cllr Sowerby, seconded Cllr.Jones* all were in agreement.

16/04/13 Annual Parish Meeting.

- 16.1 The Chairman said that she was concerned that she had been unable to get any response from Cumbria County Council regarding the community buildings.
- 16.2 The meeting might be very basic.

17/04/13 Correspondence

- 17.1 Email from Penrith Energy charity.
- 17.2 CALC Circular for March
- 17.3 DEFRA – information on Whole Valley Planning. (Taken by Cllr Newburn)
- 17.4 Information from Cumbria Community Foundation.
- 17.5 National Grid – information on overhead line refurbishment. (Taken by Cllr Hodgson)
- 17.6 Information about Cumbria County Council Elections 2nd May – information and posters.
- 17.7 CCC Go Cumbria – bus timetable and guide.
- 17.8 Shap Bowling Club, invitation to open day at the bower on Sunday 14th April. Some councillors will attend.
- 17.9 Email from CALC advising that their office has moved to the Penrith Fire and Rescue Service HQ, Carleton Avenue, Penrith, CA10 2FA. The email address is unchanged, and there is a new telephone number (the clerk will supply this to councillors).
- 17.10 Email from the daughter of the late Councillor Stainton asking whether a plaque could be attached to the bus shelter outside the memorial hall. This will be looked into. It was felt that it may set a precedent; there were many long-serving councillors who have no plaque. However both Cllr Weightman and Cllr Stainton had died whilst in office.

18/04/13 Matters for report

- 18.1 Cllr Sowerby reported a problem with cars parked on the junction with the Bampton road.
- 18.2 Cllr Hodgson reported that when work was being carried out laying tarmac near the Greyhound, no exit had been left for residents on Oak Tree Close; one had been forced to drive along the pavement, and he himself had to wait whilst some hardcore was put in place to form a ramp as there was a deep drop. The contractors were Hanson. This will be reported at the Quarries meeting next month.
- 18.3 The Chairman thanked Cllr Hodgson for helping to plant the trees in the park.
- 18.4 Cllr Jones reported cars parking on the double yellow lines on the junction with the Crosby Ravensworth road; the lines need repainting. Highways will be contacted about the markings, and should the cars still park on the lines, then the Police would be advised.
- 18.5 Cllr Hodgson raised the issue of parking at Woodville Terrace and opposite; this restricts passage of vehicles using the road. The Clerk will contact the Police.
- 18.6 Cllr Jones asked when the parish Council accounts would be available to the public. The Clerk explained that the year end needs to be completed and then sent to the internal auditor first. The accounts would be available to view by appointment when the Audit notice was displayed.
- 18.7 Cllr Newsome asked on behalf of the public why balance sheets were not available at the APM.
- 18.8 The Chairman said that the Annual Parish Open Meeting was a Parish Meeting, not a Council meeting and that it had never been the practice for the Parish Council to issue balance sheets to the public at that meeting. Opportunities to inspect Parish Council accounts were available each year

- following the Audit process when a notice advising how to access then was displayed on the public notice board.
- 18.9 Cllr Mallinson asked whether the St George flag had been located. The Chairman said that it had not, and asked the Clerk to order one in time for St. George's Day.
- 18.10 Cllr Mallinson reported that the school bus had broken down twice the previous week leaving the pupils waiting in a very cold conditions, the replacement had been two hours late. He added that 6th Formers have to pay £350 per annum for their school transport. The Clerk was asked to write to the operator on behalf of the council.
- 18.11 Cllr Mallinson said that the stumps of the felled trees needed grinding to prevent them sprouting; the clerk was asked to contact the contractor who had felled the trees.
- 18.12 The Chairman reported that a meeting had been held with Waitings regarding the drainage of the football pitch, they had promised to submit a plan but this had not been received to date.

19/04/13 Date of next meeting. AGM and Ordinary meeting Tuesday 7th May

The meeting closed at 9.30 pm.