

CLIFTON COMMUNITY COUNCIL

Clerk: Ms Becx Carter, 40 Windebrowe Avenue, Keswick, CA12 4JA – cliftonpc@outlook.com; 077866 78283

Minutes of Clifton Community Council Meeting held in the Abbott Lodge on Monday 30th January 2023 at 18:30.

Community Councillors Present: Jonathan Davies, Sarah Davies & Claire Bland, Phil Clarke

Others: Becx Carter, Neil Hughes,

01/23	Apologies Resolved by all present that apologies be accepted and approved from Cllr Sharon Blaylock due to ill health.
02/23	Minutes of last Clifton Community Council meeting The Chair was authorised to sign, as a correct record, the minutes of the Community Council Meeting held on 8 th December 2022 (<i>previously circulated</i>)
03/23	Declarations of Interest/requests for dispensation None
04/23	Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960) Item relating to Banking Arrangements will be covered under the Public Bodies Admission to Meetings Act 1960.
05/23	Public Participation The Clerk confirmed she had formally invited both Ian Chambers (Eden) and David Whipp (CCC) to the meeting with the invitations copied to both monitoring officers. CCC monitoring officer confirmed they were forwarding the email on to David Whipp. No response has been received from either Mr Chambers or Mr Whipp up to the start of the meeting. It was noted that Cumbria County Council and Eden District Council were absent from the meeting despite invites. <i>Westmorland & Furness Authority- Neil Hughes</i> • Concerns continue to be raised regarding speeding in the village • A query was raised regarding play-area provision within the Parish, it was concerned that despite repeated requests from Clifton Community Council meeting this has not been devolved • Streetlight that is out was destroyed by Cumbria County Council contractors during works on the footpath, the post has been replaced but ENW have failed to do the electrical re-connection • Layby at the north end of village has been reported by individuals to Westmorland & Furness Authority as being used by HGVs as an extra piece of road. Clifton Community Council didn't recognise this as a problem.

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	Mr Hughes informed councillors that he had received complaints from residents regarding the number of wood chips that come off HGV's from Jenkinsons. Mr Hughes had informed residents that this was a police matter and should be reported as such. Clifton Community Councils confirmed it had received no complaints regarding this matter and noted that from Councillors perspectives there were very few chips on the road, and that Jenkinsons contract a local street sweeping contractor to sweep the road once or twice a month.
06/23	Community Councillor Vacancy No applications for the 2 co-option vacancies have been received.
07/23	Chair's Report Cllr J Davies updated councillors that the majority of his activity since the last meeting had related to Highways Matters that are covered elsewhere on the agenda.
08/23	Correspondence received Unless otherwise minuted below the following items of correspondence were noted as received. i. Confirmation from EDC that there will be no recharge for Parish/Community Councils who accepted devolution of footway lighting for the 22/23 financial year Action: Clerk to check if this applies to maintenance and/or electrical supply. ii. Confirmation has been received from Westmorland and Furness Shadow Authority that they will financially support Parish Councils with election costs in May 2023 (if the election is contested) iii. Westmorland & Furness Shadow Authority Budget Consultation - This has been circulated to all councillors via email
09/23	Village Hall Update. i. <i>To consider progressing site arrangements & plans for a new Village Hall</i> Cllr J Davies is working with 3 architects to get quotes for the design works. Action: Clerk to agenda this for the March 2023 meeting. Cllr J Davies is awaiting a meeting with Lowther to formalise arrangements for the new site. Action: Cllr J Davies to continue working with Lowther on a meeting prior to the March 2023 meeting.
10/23	Cumbria in Bloom Clifton Parish Council historically considered joining Cumbria in Bloom, and that

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	a payment was made pre Covid but then the event was cancelled due to Covid for a number of years. It was proposed that Clifton Community Council encourage the community and the school to take part in Cumbria in Bloom in particular in this the Coronation year of King Charles III. Resolved by all present that Clifton Community Council enter Cumbria in Bloom for 2023. Action: Clerk to confirm to all via email what the dates and categories are for this event. Action: Clerk to speak to Cumbria in Bloom about our historic payment and if this has been bought forward.
11/23	King Charles III Coronation It was noted that the guidance has not yet been received from The Crown on what events/commemorative actions are wanted. It was suggested it would be nice to have a street party style event ideally on the site of the new village hall. Resolved by all present that the idea be progressed, and budgets be approved at the March 2023. Action: Clerk to agenda this for future meetings.
12/23	Neighbourhood Plan Area Designation Cllr J Davies provided an overview of the purpose of a Neighbourhood Plan and confirmed it was a legally formed document approved by a community referendum, and if approved would be a legally substantive local planning document. Any Neighbourhood Plan that is formed must be in conformity with the existing 'higher' planning documents e.g., EDC Local Plan, National Planning Policy Framework. If a Neighbourhood Plan were to be developed it would increase the amount of Community infrastructure levy come to the Community Council. There are grant funds available to support the development of a neighbourhood plan. It is then reviewed by the independent planning inspector, and then becomes subject to the referendum. If a Neighbourhood Plan is approved can then look at Neighbourhood Development Orders which allow for more community-based control over planning & development. Resolved by all present that an application be submitted to Eden District Council to designate the Parish of Clifton as a Neighbourhood plan area to enable the development of a Neighbourhood Plan for the Community of Clifton. Action: Clerk to submit the relevant form to EDC as a matter of urgency so this matter can be progressed prior to vesting day.
13/23	Highways & Parish Maintenance Update

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	<i>i. To receive updates on any Highways related matters within the Parish</i> • A6 resurfacing has been resurfaced but other work is required to correct some of the defects that occurred with the first failed resurfacing, and to undertake works on the pavements. • The footpath through Cumberland Close and other sections have been done, and they are working up through the village. Concerns have been raised about the lack of a dropped kerb at the Church and this is going to be picked up during the programme of works (12 dropped kerbed areas have been installed so far and more are planned). • Clifton Community Council have raised concerns with CC Highways that some areas of footpaths at the north end of the village still belonged to National Highways which restricted the activities that CCC Highways could undertake. • Cllr J Davies confirmed he is working with Fellrunner to try and get a bus service running on a Saturday through the Parish. • Grit Bins- Cllr J Davies has submitted requests for several additional grit bins within the Parish area. • White lines were removed when the traffic islands were installed as a 'pilot'. Cllr J Davies confirmed that CCC are working on proposals to re-line the village, but this will only be once the dropped kerb and traffic calm works are completed. Action: Clerk to re-agenda autospeed watch updates for future meetings. • It was noted that there is an ongoing issue with parents parking on Double Yellow Lines at school pick up and drop off times. Action: Clerk to ask PCSO to attend at these times and look to enforce this
14/23	Clerks Hours Review The Clerk had identified to Clifton Community Council that her workload aligned more to 7 hours per week rather than 6. Resolved by all present that this alteration be approved from 1st February 2023 Action: Clerk to update figures with Cumbria Payroll Services.
15/23	Clifton Community Council Newsletter It was noted that this didn't go out as the budget setting hadn't yet taken place and this should be explained in the newsletter, as residents are going to be facing a big increase in the precept due to Westmorland and Furness Authority. Resolved by all present that the following articles be included in the Clifton Community Council Newsletter for distribution in February 2023. -Village Hall -Phone Boxes -Lighting -Highways -Precept explanation -Neighbourhood Plan

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	-Cumbria in Bloom Action: Cllr J Davies to prepare the newsletter for printing and distribution.
16/23	Planning <i>i. Planning applications received for consultation</i> Ref: 23/0007 Location: Weatheriggs Pottery, Clifton Dykes Proposal: Variation of Condition 2 (plans compliance) for amendments to Plot B attached to Listed Building Consent 19/0638 Resolved by all present that Clifton Community Council object to the increased glazing being added to a historic structure. Further that this is a material alteration to the existing approved plans and Clifton Community Council have concerns of the impacts these proposed changes would have on the Schedule Ancient Monument and historic Listed structures on the site. Clifton Community Council request that they be invited to the speak at the planning committee meeting when this application is discussed. Action: Clerk to submit these objections & request to speak. <i>ii. Planning decisions</i> None
17/23	Local Council Award Scheme National Association of Local Councils have created the Local Council Award Scheme (LCAS) to celebrate the successes of the best local councils and to provide a framework to support all local councils to improve and develop to meet their full potential. The scheme offers Councils the opportunity to show that they meet the standards set by the sector. There are three levels of accreditation (Foundation, Quality & Quality Gold). To achieve Quality Gold it would need to be demonstrated that the Council is at the forefront of best practice and achieves excellence in governance, community leadership and council development (including compliance with the requirements of both the Foundation and Quality Award). Resolved by all present that the Clerk and Chair commence work on preparing all necessary additional documents to allow for an application for Local Council Award Scheme Gold for the Sept 23 deadline, with all documents to be approved by the Community Council at the July meeting. Action: Clerk and Chair to take this forward and report back at the Sept 2023 meeting.
18/23	Financial Matters <i>i. To authorise the below payments.</i> Resolved by all present that the below payments were authorised/ratified for payment:

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	Date	PAYEE	Budget line	Value	Action
	30.1.23	Becx Carter	WFH Allowance final Qtr	£18.00	Approve
	30.1.23	Becx Carter	Salary	£529.69	Approve
	30.1.23	HMRC	PAYE	£132.30	Approve
	30.1.23	Becx Carter	Expenses	£24.95	Approve
	<i>ii. To note the cashbook to date</i> Resolved by all present that the Cashbook balance be noted as £12,605.01 on the 31st December 2022. <i>iii. To consider the Clerks Contractual Payrise as a result of her completion of the CiLCA qualification</i> The Clerk confirmed that she had recently passed the CiLCA qualification. As per the contract between the Clerk and Clifton Community Council this entitles the Clerk to up to a 4 pt salary scale increase. A paper relating to this had been circulated to all councilors in advance and appropriate provision had been made in the budget for any resolution the council take relating to this. The Clerk left the room whilst councillors discussed this item. Resolved by all present that the Clerk be offered a pay rise to SCP14 an additional £150.16 pay rise gross per Annum Action: Clerk to update with Cumbria Payroll Services <i>iv. To consider a draft budget for Clifton Community Council for 23/24</i> Resolved by all present that a precept of £15,075 be set for the year 23-24. This is a 0% increase and takes account of the fact that the Council are willing to underwrite any election costs that they need to pay from the Council reserves, and to reduce the S.137 budget by £400. Action: Clerk file the Precept Demand with EDC				
19/23	Date of next meeting Resolved by all present that the next meeting be scheduled for 23rd March 2023 at 18:30 in Abbott Lodge conference room. Action: Clerk to organise an election briefing prior to the May 2023.				

Part B

Resolutions were made by all present associated to updating details on the Parish Council Savings Bank Account.

The meeting was closed at 20:05