

# CLIFTON COMMUNITY COUNCIL

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

## Minutes of Clifton Community Council Meeting held in the Abbott Lodge on Thursday 23<sup>rd</sup> March 2023 at 18:30.

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

**Others:** Becx Carter,

<b>20/23</b>	<b>Apologies</b>  None received
<b>21/23</b>	<b>Minutes of last Clifton Community Council meeting</b>  The Chair was authorised to sign, as a correct record, the minutes of the Community Council Meeting held on 30 <sup>th</sup> January 2023 ( <i>previously circulated</i> )
<b>22/23</b>	<b>Declarations of Interest/requests for dispensation</b>  None
<b>23/23</b>	<b>Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)</b>  None
<b>24/23</b>	<b>Public Participation</b>  It was noted that Cumbria County Council and Eden District Council were absent from the meeting despite invites.
<b>25/23</b>	<b>Community Councillor Vacancy</b>  No applications for the 2 co-option vacancies have been received.
<b>26/23</b>	<b>Chair's Report</b>  Cllr J Davies gave a short chair's report which is noted below <ul style="list-style-type: none"><li>• EDC started to undertake action to address the issue of the moles on the Children's play area but this activity has been sabotaged by a local resident. As such the work has stopped and the damage to the play area will continue.</li><li>• The replacement see-saw has been delayed due to the vigilante activity around the moles; contractors were concerned about working in the play area. It is hoped that this work will be completed in the coming days.</li><li>• EDC at the same time is going to remove the old notice board and the large 'pampas' style grass at the entrance to make the play-area more accessible.</li><li>• As part of the meeting with Lowther about the village hall, connectivity between Clifton and other local areas was discussed. A discussion was held about creation of a cycling and walking route between Lowther Castle &amp; Clifton, and Clifton and Penrith Beacon. EDC currently have a pot</li></ul>

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	<p>of money that they need to utilise prior to the end of EDC (1<sup>st</sup> April 2023) for sustainable transport. Cllr J Davies suggested applying for £20k to enhance &amp; improve walking routes around Clifton.</p> <p><b>Resolved</b> by all present that Cllr J Davies &amp; the Clerk work to submit this application.</p> <ul style="list-style-type: none"> <li>• Cllr J Davies has a meeting lined up with the Chief Constable about Autospeed watch, this will be reported on in the future.</li> <li>• It was noted that the Neighbourhood Plan Area request is out for formal consultation.</li> </ul> <p><i>ii. To consider organising a joint meeting with other rural parish councils with schools in their parish</i></p> <p>Cllr J Davies noted that other Chairs from other Parish Councils with rural schools have contacted him, raising concerns about parking/congestion at pick up and drop off and associated impacts with people driving in to drop children off at the rural schools.</p> <p>Cllr J Davies suggested organising a meeting with an aim to come together to discuss this issue with other rural parish councils and schools, and WaF transport officer to see if anything can be done to address these issues. Rural Parishes don't see any of the S.106 money from developments in Penrith when a lot of the primary school education burden falls on the adjacent rural parishes.</p> <p><b>Action: Clerk and Cllr J Davies to organise an informal meeting after the 4<sup>th</sup> May 2023 to discuss this other parishes &amp; schools.</b></p>
<b>27/23</b>	<p><b>Correspondence received</b></p> <p>Unless otherwise minuted below the following items of correspondence were noted as received.</p> <p>i. Westmorland &amp; Furness Validation Checklist Consultation</p> <p>The Clerk had circulated to all an email received relating to the proposed new validation checklist that Westmorland &amp; Furness are planning to use. The document attached to this email was lengthy and complex.</p> <p><b>Resolved</b> by all that no action be taken.</p> <p><b>Action: Cllr J Davies to share a copy of the letter from the Secretary of the State with all regarding LGR.</b></p>
<b>28/23</b>	<p><b>Village Hall Update.</b></p> <p><i>i. To receive an update from Cllr J Davies</i></p> <p>Cllr J Davies updated that he had held a meeting with Lowther and they are keen to move forward with the new village hall project.</p> <p>Lowther have identified that they don't own the strip of land that would link the possible new village hall site to the school. However, negotiations could be held with the owners of this strip of land to still try and organise that connectivity.</p>

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Lowther have also suggested some other locations:

- Field opposite Cumberland Close (with the black coloured barn in it)- Councillors present thought that there was a historic designation on this to do with the 'last battle' and that this might prevent this being an option.
- Plot within the wooded area
- Corner of the plot where they were looking to build houses at the bottom of Valley Road- Councillors were concerned about the wetness of this field (it currently has a pond in it).

Cllrs agreed that the existing identified location is the preferred one and that negotiations should be undertaken with the new landowner of the 'strip' of land that would provide connectivity with the school. This could also link in with the discussions held above about connectivity of Clifton with other local areas.

**Resolved** that the Village Hall project be taken forward now that Lowther have confirmed they are happy to progress.

It was noted that the 'old' Village Hall is registered as a community asset and that Clifton Community Council weren't notified of the sale prior to it going on the open market, this is a failure of the Community Asset Process.

**Resolved** by all present that the Clerk send a letter to EDC raising concern with them about their lack of upholding of the Community Asset Register.

**Action: Clerk to take this forward.**

29/23

## Cumbria in Bloom

The Clerk confirmed that Cumbria in Bloom have confirmed that the entry for Clifton Community Council that has been rolling forward for a number of years will roll forward again this year (with an additional £5 due for inflation).

The Clerk had circulated to all prior to the meeting the different categories available (the standard village ones) or there are three additional ones; Small Woodland/Copse, Biodiversity and King Charles III Coronation Feature).

**Resolved** by all present that the Lowther Woodland be put forward (subject to consent from Lowther), and that Clifton Community Council enter the Village Category and that a budget of £2000 be set towards the costs of this, with local businesses to be asked to sponsor/support this.

**Action: Cllr J Davies to speak to Lowther before this is put forward.**

The school should be asked to be involved, and that Clifton CC look to local businesses to sponsor the Cumbria in Bloom Activity and encourage local households to do their gardens and for hanging baskets to be sited on the footway lighting that the Parish is responsible for that Clifton Community Council organise for the planters to be planted.

**Action: Clerk to submit the application for Clifton Village to Cumbria in Bloom.**

**Action: Clerk to ask CCC for consent to repaint the planters**

**Action. Cllr J Davies to send round a map of all assets to all councillors.**

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	Information on Cumbria in Bloom to be included in the Newsletter.
<b>30/23</b>	<p><b>King Charles III Coronation</b></p> <p>It was suggested that a dialogue be opened with the George &amp; Dragon about using their car park as a location for a community event (as it won't be opened again until this point). Other areas suggested were the area in front of the Peel Tower, or the green area in Jacobite Gardens.</p> <p>It was noted that time is tight to organise anything more than something similar to what was held for the Queens Jubilee due to the need to organise events licenses or road closures (which normally need a 12 week notice period).</p> <p><b>Action: Cllr J Davies to speak to the George &amp; Dragon and the White House about if they would be willing to allow such an event to be hosted on their land.</b></p>
<b>31/23</b>	<p><b>Highways &amp; Parish Maintenance Update</b></p> <p><i>i. To receive updates on any Highways related matters within the Parish</i></p> <ul style="list-style-type: none"> <li>• There will be maintenance taking place on the collapsing manholes on the A6 in the near future.</li> <li>• An inspector will be coming out to look at the paths that have been done (and where there have been issues), and to look at the areas that have not yet been done.</li> </ul>
<b>32/23</b>	<p><b>Footway Lighting</b></p> <p><i>i. To consider taking action regarding the failure by EDC/ENW to reconnect the damaged light</i></p> <p>Cllr J Davies raised concerns about the ongoing lack of repair for this light that was damaged in Summer 2022. Cllr J Davies has been taking this forward and it has been established that ENW don't have the appropriate works order from EDC to do the works, and that EDC have a private contractor for connection works and that we are still paying for this light.</p> <p><b>Resolved</b> by all present that a formal complaint be made to EDC (Chief Exec &amp; Leader) &amp; WaF (Chief Exec and Leader) about this and the fact that we haven't been notified about a contract novation for the footway lighting contract post 1<sup>st</sup> April 2023 as a result Clifton Community Council have concerns about if the maintenance and electricity supply contract continues after the 1<sup>st</sup> April 2023.</p> <p><b>Action: Clerk &amp; Cllr J Davies to take this forward</b></p> <p><i>ii. To consider the purchase of the solar lights as agreed at the Jan 23 meeting.</i></p> <p>The Clerk confirmed that she had been in contact with the company who had provided solar lights to Kendal Town Council, and they would be willing to supply them to Clifton CC but they can't provide them on account, the only way they could provide them would be to purchase up front. The Clerk confirmed that she wasn't able to cashflow this.</p>

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	<p><b>Resolved</b> by all present that the Clerk approach Unity Trust to ask for a debit card to allow for purchases such as this to be made.</p> <p><b>Action: Clerk to take this forward.</b></p>
<b>33/23</b>	<p><b>Planning</b></p> <p><i>i. Planning applications received for consultation</i></p> <p><b>Ref: 23/0193</b>            Location: 4 Kiln Heights, Clifton Dykes            Proposal: Detached garage/car port</p> <p><b>Resolved</b> by all present that the Parish Council have no material grounds to object with but would like to request that the applicant consider installation of electric charging points to future proof the development. Additionally, concerns were raised about drainage mitigation for surface water drainage particularly given the close proximity to the pond (and the potential risk for pollutions to the pond)</p> <p><b>Action: Clerk to submit the above comments</b></p> <p><b>Ref: 23/0207</b>            Location: 1 Town End, Clifton, Penrith            Proposal: Proposed change of use to accommodate 3 no letting bedrooms serving the George and Dragon Public House. Replace garage door with a single pedestrian door; and the installation of fenestration in the form of new timber sliding sash windows with glazing bars finishing with a white wood, preservative paint together with the repainting of the external elevations.</p> <p><b>Resolved</b> by all present that the following observations be made:</p> <ul style="list-style-type: none"> <li>• If the large hedge at the front of the property were to be removed this would be a concern as this provides a shield for noise and light from the pub. Clifton Council requested that this hedge is protected and preserved.</li> <li>• Concerns were also raised about the safety of the current vehicle access for this property, Clifton Community Council ask that a planning condition be applied to this development that the current vehicular access is blocked on the grounds of safety and that vehicular access is via the pub. Or that a restriction be put on preventing this access being used for Commercial Vehicles delivering to the 'store room' as shown on the plans, as if a large commercial vehicles are using this access this blocks highway visibility splays.</li> <li>• It was also noted that approval of this will be another property lost for permanent residential housing and that this will have an impact on the council tax baseline.</li> </ul> <p><b>Action: Clerk to submit the above comments.</b></p> <p><i>ii. Planning decisions</i></p> <p>None</p>
<b>34/23</b>	<p><b>Financial Matters</b></p> <p><i>i. To authorise the below payments.</i></p>

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**Resolved** by all present that the below payments were authorised/ratified for payment:

Date	PAYEE	Budget line	Value	Action
23.3.23	Becx Carter	Salary (Feb & March)	£529.69	Ratify
23.3.23	HMRC	PAYE	£132.20	Ratify
23.3.23	Becx Carter	Expenses	£38.46	Approve
23.3.23	Cumbria in Bloom	Price increase	£5.00	Approve
23.3.23	Becx Carter	1 hour per week additional 1 <sup>st</sup> Feb to 1 <sup>st</sup> April 23	£118.89	Approve
23.3.23	Cumbria Payroll Services	Annual Payroll Fees	£118.80	Approve

*ii. To note the cashbook to date*

**Resolved** by all present that the Cashbook balance be noted as £11,943.02 on the 31<sup>st</sup> January 2023.

*iii. To note the arithmetic error regarding the precept calculation*

It was noted by all present that the Clerk made a £75.00 error in the Precept Calculation (this was due to a CTRS payment being made by EDC with a remittance description of 'precept'). A combination of this and the change in the housing stock within the parish which changes the council tax base has resulted in the actual Clifton Community Council Precept as listed on the Council Tax bills recently circulated showing a small increase.

*iv. To approve the setting up of a standing order for HMRC & Clerks Salary payments on a monthly basis*

**Resolved** by all present that these standing orders be set up to ensure the Clerk & HMRC are paid in a timely fashion.

**35/23**

## **Date of next meeting**

**Resolved** by all present that the next meeting be scheduled for 18<sup>th</sup> May 2023 at 18:30 in the Abbott Lodge Conference Room. This meeting will take the form of the Annual Parish meeting followed by the Annual Parish Council meeting.

The meeting was closed at 19:56

Following the meeting the Clerk supported Councillors through the completion of the election paperwork for the 4<sup>th</sup> May 2023 elections.