

CLIFTON COMMUNITY COUNCIL

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

Minutes of the Clifton Community Council Meeting held in the Abbott Lodge on Thursday 16th November 2023 at 18:30

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

Others: Becx Carter, Neil Hughes, 4 members of the public

All resolutions taken during this meeting were done by a show of a hands of councillors present.

93/23	Apologies Resolved by all present that apologies be accepted and approved from Cllr S Blaylock due to work commitments.
94/23	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 11 th September 2023 (<i>previously circulated</i>)
95/23	Declarations of Interest/requests for dispensation None
96/23	Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960) None
97/23	Public Participation No other updates were received, and no members of the public were present. 1. Cllr N Hughes (WaF Council) confirmed that the issues at Clifton Dykes are in the pipeline awaiting programming. 2. Footway Lighting/Street lighting, WaF Cllr N Hughes informed the meeting that this was discussed at the Cabinet meeting on 16/11/23 and a resolution was made that WaF recognised the concerns of Parish Councils about this. It is hoped that further information regarding footway/street lighting will follow in due course from the portfolio holder Virginia Taylor.
98/23	Community Councillor Vacancies. No applications for the 2 co-option vacancies have been received.
99/23	Chair's Report Cllr J Davies noted that most matters are listed on the agenda but noted that he had attended the WaF Cabinet Meeting to request an alteration to the Compact between Parish Councils and WaF prior to it being approved by WaF. The amendment requested was to remove the references within the document that referred to it being a legally binding document.

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	Following representation being made by Cllr J Davies an amendment was made by the Chair of WaF to remove the concerning sections of the Compact prior to it being adopted.
100/23	Correspondence received Unless otherwise minuted below the following items of correspondence were noted as received.
101/23	Community Hub/Community Space <i>i. New Village Hall/Community Hub</i> Cllr J Davies informed all present that he has held a meeting with the landowner which went very positively, and the landowner is going to prepare a site plan to show utilities/drainage etc on the site to support the Community in taking forward plans for development of the identified site. Once this is received further discussions will be held. Initial research has taken place on some grant funding opportunities including community works loans with advice being sought from CALC. Action: Clerk to chase this matter up with CALC. <i>ii. Info Pod Update</i> Cllr J Davies noted that a quotation is awaited for the bookshelves from a local joiner. The ordering of the mobile phone charge point needs to be progressed. Action: Clerk and Chair to take this forward. Resolved by all present that research be undertaken to establish if the light in the phone box can be re-illuminated (pending consultation with neighbours about if this would be acceptable) to try and reduce one of the dark gaps in the village. Cllr J Davies attended an ENW meeting about the impacts of Storm Arwen, Clifton is in an eligible area to receive funding from a grant which cover things like mobile phone chargers. Action: Clerk to organise an informal meeting with ACT to see how they can facilitate access to the fund.
102/23	Neighbourhood Plan Update <i>i. To receive an update on the Neighbourhood Plan Area process & to consider releasing a tender for a consultant to manage this process</i> The Clerk provided an update on information received from Locality (the organization charged with delivering Neighbourhood Planning funding by central government). The outcome of various discussions with Locality appears to confirm that whilst Clifton CC could apply for funding in the current financial year it has to be spent by the end of the current financial year (31st March

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2024). This timescale is not practicable for the delivery of a local plan.

Locality have suggested that potentially any funding remaining at the turn of the financial year could be returned to a third party organization (Groundwork) who may be willing to then re-grant it to Clifton CC after the turn of the financial year. However no surety has been provided on this.

Alternatively Locality have suggested that they are expecting a new funding package for Neighbourhood Plan preparation to be made available after the turn of the financial year.

Resolved by all present that a tender be released with a view to having an agreement in place for the appointment of consultant ready to undertake the works once funding has been applied for after the 1st April 2024.

Resolved by all present that the Clerk and Chair commence formal liaison with WaF to request their support in the groundworks/base line data collation for the Neighbourhood Plan which they have a legal obligation to deliver under the Localism Act 2011.

Action: Clerk and Chair to take this forward.

- ii. *To formally request that WaF extend Community Infrastructure Levy to cover the area*

Cllr J Davies outlined that the Community Infrastructure Levy is currently utilised in the former South Lakeland area, this generates funding from all planning applications and ensures it is ring fenced to be spent on eligible community projects, many communities in the SLDC area have benefited significantly from this. Communities in Eden and Barrow are disadvantaged by the fact that a CIL is not in place for this area.

Resolved by all present that Clifton Community Council formally lobby WaF to expand/extend the Community Infrastructure Levy to cover the whole of the WaF area.

Action: Clerk & Chair to draft this letter for submission to WaF.

- iii. *To note the progress of the Community Asset Nomination of the George & Dragon*

It was noted by the Clerk and Chair of the meeting that WaF have asked for a disproportionate amount of additional information on this community asset nomination, far over and above the information that has been required historically.

These concerns have been raised with WaF by the Chair of Clifton Community Council and an outcome on the application is still awaited.

103/23

Highways & Parish Maintenance Update

- i. *To receive updates on any Highways related matters within the Parish*
- A formal set of proposals have been received from WaF highways for the installation of 'gateway features' in Clifton as a form of traffic calming, along with the addition of new speed limit signage, road markings and

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installing new beacons on the crossing points to illuminate them. If this power supply is installed Clifton Community Council could then consider looking to install a Speed Indicating Device at this location.

Resolved by all present that Clifton Community Council are fully in support of these proposals and would be keen to see them installed as soon as possible but would formally request that the signs detailing the historic significance of Clifton being the site of the last battle be retained on the new signage.

Action: Clerk to convey this decision to WaF Highways and confirm the signage would be for Clifton not Armathwaite!

Action: Clerk to note that if possible Clifton Community Council would like to site planters at both 'gateways' in the future if this could be borne in mind on the sign design.

- Concerns were raised about the drains in Clifton, these have been cleared but have blocked once again following recent heavy rains.
- A works order has been raised for street & pavement clearing and this will be taking place in the coming days/weeks.
- Loose kerb stones have been noted in some areas and formal requests have been submitted to WaF for repair of these.

ii. Lengths man/Parish Maintenance

The Clerk confirmed that WaF have provided some information on payments made to other Parish & Town Councils but the information despite being requested as part of the FOI process doesn't appear to be complete.

Some parishes do however receive funding from WaF and have SLA's for parish maintenance (Shap, Kirby Stephen) etc.

There is still a need to formally progress an agreement with WaF for Clifton Community Council to continue the works that it has historically undertaken, however it is not clear what (or if) there is a progress for having these discussions with WaF.

Resolved that the Clerk & Chair take this forward to submit a formal request to WaF Director of Thriving Communities to request an SLA and associated devolved funding for Clifton Community Council undertaking these works.

Action: Clerk & Chair to take this forward.

iii. Autospeed watch update.

Cllr J Davies noted that the unit at the south end of Clifton is going to be returned to the supplier for a battery replacement.

There has been a software update which has hopefully resolved an issue to do with vehicle recognition on certain vehicles travelling at speeds above 60mph.

iv. Clifton Dykes Speeding Issues & Mitigation Options

Concerns have been raised with Clifton Community Council (and WaF) regarding the speed of vehicles travelling through this small settlement within Clifton Parish. Concerns included the volume of traffic, the speed traffic travels at, the

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increased local development in Clifton Dykes which has expanded the settlement boundary, and also about signage that is not accurate.

Resolved by all present that a formal request be submitted to WaF Council for the following signage alterations:

1. Clifton Dykes Community Sign (Northbound) to be moved further south to be incorporated within the current 40mph sign.
2. That a hidden dip warning sign be installed in the appropriate locations either side of this dip to warn road users
3. That a concealed entrance sign be installed for the new development to again warn road users of this junction

It was noted that these signage alterations are already being considered by WaF but this will take some time and will need to be included in a future funding round.

A request for a SID on the Southern approach to Clifton Dykes has been made as well, and Clifton Community Council would be minded to support this installation subject to appropriate funding being sorted.

Action: Clerk to research the grant funding options and to obtain quotes for SIDs.

It was noted that Clifton Dykes are on the parish boundary and that an approach should be made to the neighbouring Parish Council to ask for financial support and a collaborative approach to this issue.

Action: Clerk to contact Brough Parish Council and ask for help and support with this.

It was noted that the speed camera van does attend the parish on occasion, which is appreciate, and that a formal request has been made to Cumbria Police to ask the Speed Camera Van to attend even more frequently.

Concerns have been raised with National Highways about the implications the potential A66 works may have on neighbouring routes that may be used as rat runs, this is all dependent on the final decision on the A66 Trans-Pennine Dualling Project.

Clifton Community Chair noted that if the Solar Footway Lighting pilot that is being undertaken in the main village is successful consideration could be given to the installation of more lights on this stretch of road.

Traffic Data Monitoring strips have been installed in Clifton Dykes recently, and Clifton Community Council have formally requested a copy of this data which may help with funding applications etc for safety features.

Action: Clerk to formally request a copy of this data from WaF Highways.

104/23

Footway Lighting

- i. To receive an update on the damaged light and its reconnection

It was noted that this has now taken over a year to get reconnected. Cllr N

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Hughes has confirmed that the EDC maintenance contract for footway lighting has transferred to WaF.

There has been delays in WaF organising the works but it is understood that a works order has now been issued, however in Cllr J Davies trying to get this matter resolved this it has been identified that the reconnection fee is £4100 for this one light (by ENW who are the only body who can undertake the works).

Resolved by all present that Clifton Community Council make representation to their MP about this seemingly huge price for a simple piece of work, and the potential implications this could have if for example there was a storm which damaged an area of lights.

Action: Cllr J Davies to draft this motion to be passed to MP N Hudson.

The new solar lights that Clifton Community Council is piloting have been delivered, and they are now being tested. All present were impressed with the brightness of the pilot light, and Cllr J Davies confirmed that currently they are proving to provide good standards of light despite low levels of sunlight for charging.

Resolved by all present that one of the new lights be sighted at the White House (subject to landowner consent being obtained), with locations for the second light suggested being on the Community Info Pod, in close proximity to the school or near the railway bridge.

Resolved by all present that a budget of up to £150 be allocated to purchase the necessary fitting items for these lights.

Action: Cllr J Davies to liaise with the landowners and organise the fitting of these lights.

It was agreed that if these pilot lights are well received and provide a good standard of light for an adequate time period that further lights could be purchased for other locations including Clifton Dykes.

It was noted that Police, Crime & Fire Commissioner has a safety fund that is open that street lighting would fall into. The application needs to be submitted by the local PCSO.

Resolved by all present that a formal request be made to the local PCSO to submit an application to this fund on behalf of Clifton Community Council for provision of additional street lighting across the Parish.

Action: Clerk to submit a formal request to the PCSO for Clifton to ask them to submit an application for funding to this fund.

105/23

Compulsory Purchase of Land

The Clerk & Chair confirmed that a formal legal notice had been sent to Westmorland & Furness Council on the 11th October 2023 under S.125 Local Government Act 1972 requesting the compulsory purchase of the land known as Clifton Play Park.

Up to the date of the meeting no response or even acknowledgement of the legal notice has been received from WaF.

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	If no response is received by the 6th December 2023 the matter will be passed to the Secretary of State to request them to undertake the Compulsory Purchase action on behalf of the Parish Council Clifton Community Council have been forced to take these steps due to the promised devolution offer from Eden/WaF not coming forward. Resolved by all present that if no response has been received by WaF at the 7th December 2023 that the formal request be passed to the Secretary of State to handle. Action: Clerk/Chair to take this forward.
106/23	Cumbria in Bloom 2024 Thanks were noted to all in the community who contributed toward Clifton winning three awards in 2023: -Silver Guilt Pride in your Community -Silver Guilt Biodiversity -Bronze Special Award for Woodland Copse Following the successes received in 2023 Clifton Community Council are going to aim for a Gold Award. Prior to the growing season starting in 2024 a plan needs to be formed on the plants required and the provision of additional planters. Resolved by all present that Clifton Community Council agree to enter Cumbria in Bloom 2024 and that the Clerk and Chair work together to obtain quotes for new planters, hanging baskets, and plants to allow a budget to be set in the January 2024 meeting. It was noted that Cumbria In Bloom are keen to encourage longer term planting to encourage bio-diversity, rather than the planting of annuals.
107/23	Broadband Concerns were raised regarding the inadequate broadband provision in Clifton Dykes and the hinterland of the Parish. Impacts are also being felt from various mobile phone masts being taken offline etc. In terms of the Fibrus contract Clifton and the wider environs are not included, however it is understood that Voenus should be delivering for this area. Resolved by all present that formal clarity be sought from Voenus on if they are going to deliver in Clifton Dykes, if not a more local community solution could potentially be sought, or a request could be made to add the area to the Fibrus contract. Action: Clerk to take this forward with Connecting Cumbria/Voenus and update at a future meeting. Resolved by all present that concerns be raised with Connecting Cumbria about the deficiency in mobile phone coverage particularly at the North End of the

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	Parish. Action: Clerk to take this forward.																				
108/23	Planning <i>i. Planning applications received for consultation.</i> None <i>ii. Planning decisions</i> Resolved by all present that the below decisions be noted as received <table><tr><th>Ref</th><th>Location</th><th>Proposal</th><th>Decision</th></tr><tr><td>23/0207</td><td>George & Dragon Public House</td><td>Change of use to accommodate 3no letting bedrooms serving the George & Dragon Public House etc</td><td>Approved with conditions</td></tr><tr><td>23/0329</td><td>1 Town End Farm Cottages</td><td>Listed building consent for the replacement of single glazed timber windows with double glazed timber windows in the same style</td><td>Approved with conditions</td></tr><tr><td>23/0407</td><td>George & Dragon</td><td>Retrospective application for replacement kitchen extractors, air supply units & flues</td><td>REFUSED</td></tr><tr><td>23/0598</td><td>Land East of Bridge End Farm, Clifton</td><td>Retrospective erection of an agricultural shed housing livestock</td><td>Approved with Conditions</td></tr></table> Cllr J Davies noted that an enforcement notice has been served on the George and Dragon stating that they must remove the new infrastructure and reinstate what was there, they have been given 6months to do this. It is understood that the owners of the George & Dragon are going to appeal this enforcement notice.	Ref	Location	Proposal	Decision	23/0207	George & Dragon Public House	Change of use to accommodate 3no letting bedrooms serving the George & Dragon Public House etc	Approved with conditions	23/0329	1 Town End Farm Cottages	Listed building consent for the replacement of single glazed timber windows with double glazed timber windows in the same style	Approved with conditions	23/0407	George & Dragon	Retrospective application for replacement kitchen extractors, air supply units & flues	REFUSED	23/0598	Land East of Bridge End Farm, Clifton	Retrospective erection of an agricultural shed housing livestock	Approved with Conditions
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109/23	Financial Matters <i>i. To authorise the below payments.</i> Resolved by all present that the below payments were authorised/ratified for																				

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payment:

Date	PAYEE	Budget line	Value	Action
16.11.23	Becx Carter	Expenses	£73.03	Approve
30.10.23	Becx Carter	Sept Salary (Via So)	£244.30	Ratify
30.10.23	HMRC	Sept PAYE (Via SO)	£162.40	Ratify
30.11.23	Becx Carter	Oct Salary (Via So)	£244.30	Ratify
30.11.23	HMRC	Oct PAYE (Via SO)	£162.40	Ratify
7.10.23	ICO	Data protection renewal	£40.00	Ratify
16.11.23	Gareth Davidson	Pocket Park Grass Cutting (Sept)	£160	Approve
16.11.23	CALC	Training Fees	£30.00	Approve
16.11.23	Gareth Davidson	Pocket Park Grass Cutting Oct	£80.00	Approve
16.11.23	Solar Energy Lighting	Solar Energy Lights	£289.95	Ratify
30.11.23	Becx Carter	Salary (Nov)	£349.64	Approve
30.11.23	HMRC	PAYE	£87.40	(Being off-set against HMRC over payment)
16.11.23	Becx Carter	Back Pay (due to change in tax code)	£243.60	Approve
16.11.23	Becx Carter	Back Pay due to payrise	£169.93	Approve
16.11.23	HMRC	PAYE on back pay	£48.40	(Being off set against HMRC over payment)

ii. To receive and approve the bank reconciliation and spend against budget report.

Resolved by all present that these be recorded as a true and accurate record.

iii. To approve the Clerks Statutory Salary Increase

Resolved by all present that Clifton Community Council adopt the Local Government Pay Scale Increase for the Parish Clerk for 23/24 (back dated to 1st April 2023) as recommended by NALC

Action: Clerk to organise the relevant back payment and to update the standing order going forward.

Resolved that it be noted that a further back payment is due to the Clerk due to an alteration in her tax code, this is not an additional payment to the Clerk it is the recovery of an over payment from HMRC.

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	All figures relating to the Clerks Salary etc have been provided by the external Payroll company who are retained to act as an independent payroll agent for Clifton Community Council. <i>iv. To consider the draft budget for 24/25</i> This had been circulated to all councillors in advance of the meeting. The final budget needs to be approved at the January 2024 meeting at which point hopefully the Band D figure will be available so that any precept alteration impacts can be considered on a household basis. It was noted that EDC/WaF have confirmed in writing that there will be no recharge for the 2023 uncontested election. Resolved by all present that the funds received back from the Village Hall earlier in 2023 be used to 'repay' Clifton Community Council for the asbestos removal costs for the Village Hall, and any remaining funds to be moved into the Village Hall reserves pot. Action: All to let the Clerk know of any errors/omissions in the budget prior to the Jan 24 meeting. <i>v. Consideration of an additional S.137 Grant to Fellrunner Bus to support the new Saturday service.</i> Resolved by all present that a one off S.137 donation be made to the Fellrunner Bus of £500 as a contribution toward the new Saturday Service as the organisation are currently self-funding. This donation is made by Clifton Community Council in recognition of the importance of the creation of the Saturday Service. Action: Clerk to process this donation and reflect this in the budget.
110/23	Date of next meeting Resolved by all present that the next meeting be scheduled for 11th January 2024 at 18:30 in the Abbott Lodge Conference Room.

The meeting was closed at 19:57