

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 Monday 11th September 2023 at 18:30

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

Others: Becx Carter, Neil Hughes

76/23	Apologies Resolved by all present that apologies be accepted and approved from Cllr S Blaylock due to health matters.
77/23	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 10 th July 2023 (<i>previously circulated</i>)
78/23	Declarations of Interest/requests for dispensation None
79/23	Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960) None
80/23	Public Participation No other updates were received, and no members of the public were present. 1. Cllr N Hughes Confirmed there has been no locality board recently. Noted that there is a vacancy for a school governor at Clifton Primary School.
81/23	Community Councillor Vacancies. No applications for the 2 co-option vacancies have been received.
82/23	Chair's Report Cllr J Davies gave a short chair's report which is noted below <i>" The work to get a Saturday bus service running for the community has borne fruits and as of 4th November Fellrunner will be starting a Saturday service, between Penrith & Shap including Clifton/Hackthorpe etc. The exact timetable and route will be announced in due course.</i> <i>Over the last 6 weeks Cllr J Davies has been contacted by a number of residents relating to odour issues that are linked to a Planning Application. Clifton Community Council had already submitted an objection to the relevant planning application and information has been shared with residents about how to report</i>

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	<i>issues to Environmental Health.</i> <i>It was noted that there was a very successful event held locally over the weekend to raise money for the air ambulance”.</i> Cllr J Davies raised at his discretion bought forward an urgent motion to be filed to Government requesting that the Government to act to Extend Rural Fuel Duty Relief to cover Clifton & Neighbouring Communities (Postcodes CA10, CA11, CA7, CA9, CA12, CA16, & CA17. Resolved by all present that this motion be filed with the Prime Minister & Chancelor and with a copy filed with WaF & CALC to seek other councils support. Action: Clerk & Cllr J Davies to take this motion forward
83/23	Correspondence received Unless otherwise minuted below the following items of correspondence were noted as received. i. DLUHC Consultation re Local Plans Resolved by all present that delegated authority be passed to Cllr J Davies & the Clerk to complete this consultation response and to circulate this to all councillors. Action: Cllr J Davies & the Clerk to take this forward
84/23	Community Hub/Community Space <i>Old Village Hall</i> The Clerk confirmed that a cheque for £9,373.66 has been received from the Clifton Village Hall Charity which is all that is remaining from the funds that Clifton (then) Parish Council had transferred to them over the Covid period. The remaining Village Hall Trustees have informed Clifton Community Council that an application to the Charities Commission to strike of/close the Charity. <i>New Village Hall</i> Resolved by all present that this be deferred to the next meeting.
85/23	Clifton Community Council Business Plan No update on this received. Action: Clerk & Cllr Davies to work on this during Sept/Oct with a view to approval of this at the Nov 2023 meeting.
86/23	Neighbourhood Plan Update The Clerk had circulated a briefing document to all prior to the meeting. Resolved by all present that delegated authority be granted to the Clerk & Chair to prepare tenders to support the funding request and to access the baseline data for the initial funding applications.

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	Action: Clerk & Chair to take this forward
87/23	Highways & Parish Maintenance Update <i>i. To receive updates on any Highways related matters within the Parish</i> • There have been ongoing issues with drains since the A6 was repeatedly resurfaced in 2022. The issue with the blocked drains has been reported to CCC and more recently to WaF, this has included photos, and locations, it has also including police attendance on a number of occasions for flooding. WaF have stated in writing that they have cleaned these drains which has clearly not been done and this can be evidenced. A formal complaint has been submitted to WaF regarding their misinformation about this task having been completed, and their lack of action to clear & repair the drains which is a statutory duty. • Thanks were noted to a Fibrus cwho recently undertook work in the Parish and managed to do this without the need for a road closure and without disturbance to the 'new' road surface on the A6 that was fought so hard for. Action: Clifton Community Council to facilitate a community meeting for Fibrus to address the community on the works that they are doing locally. <i>ii. Lengths man/Parish Maintenance</i> The Clerk confirmed that WaF have said in writing that they don't have lengthsman agreements in place with parishes, however an FOI has been submitted to WaF to ask them what payments are made to other Parish Councils, as it is believed that Shap (and potentially other parishes) currently have an active lengthsman agreement in place including devolved funding. The date for WaF to respond by is the 16th September 2023. Resolved that the Clerk & Chair take this forward as and when a response is received from WaF. <i>iii. Autospeed watch update.</i> Action: Cllr J Davies to circulate this report to all. <i>iv. Clifton Pocket Park Update</i> It was noted that a tree had to be removed from the Pocket Park following a storm in August. The tree was reviewed by a qualified tree surgeon who identified that the tree wasn't safe to remain as it had become 'unbalanced' following the dropping of a large branch. As such on the grounds of public safety and the duty that Clifton Community Council has to its residents the tree was removed by a qualified tree surgeon. Resolved by all present that a budget of up to £150 be approved for the purchase of a new tree to replace the one that was lost, and for the purchase of a time capsule to be buried at the same time as the new tree is planted. Action: Clerk & Cllr J Davies to work together to order this tree and the time capsule and to link with relevant local community groups to fill the

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time capsule.

Additionally, it was noted that there is a shortage of native oaks and that a community project be taken forward to grow some seedlings from acorns that could be planted elsewhere in the Parish in due course.

Resolved by all present that all councillors present noted with significant disappointment the abuse suffered by the contractor undertaking the tree removal works by a member of the public. A public statement has been issued as a result of this.

It was formally noted that Clifton Community Council offer on behalf of the local community an apology to the contractor who suffered this abuse.

It was noted that some shade needs to be provided in the Pocket Park following the loss of this substantial tree and that consideration could be given to the installation of a pergola/or living willow structure in the space where the tree sadly had to be removed from to provide a shaded seating area.

Action: Clerk and Chair to look at options for producing shade in this area and agenda for a future meeting.

v. *Clifton Info Pod*

Following the overwhelming positive response from local residents with donations to the Clifton Community Bookshare there is a need to commission some more durable shelves for the Info Pod.

Resolved that quote be sought for a permanent bookshelf for approval at a future meeting, an indicative price was around £600.

Action: Cllr J Davies to put an advert out on social media to encourage quotations to come forward.

88/23

Devolution of Assets

A formal request has been submitted to WaF for the absolute devolution (transfer of freehold) for three parcels of land:

- Clifton Playarea
- Clifton Gateway Garden
- Cumberland Way Garden Area

WaF have not yet approved their devolution policy (it is being considered at the September WaF full council), however a draft has been seen which suggests that WaF are only considering leasehold devolution.

Resolved that as Clifton Community Council have previously agreed that if full devolution doesn't happen by the end of October 2023, then Clifton Community Council would look to move forward with compulsory purchase process of the play area in particular.

It was noted that information provided to Clifton Community suggest that the reason that WaF has moved to the leasehold devolution offer is that it removes the requirement for them to bring land and assets up to scratch before transfer to Parish/Community Councils (which is required if it were to be a freehold land

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	transfer). Resolved by all present that a strong letter be sent to the WaF cabinet stating that leasehold is not delivery of devolution and does not protect the assets in the community. Further Clifton Community Council formally asked that WaF Cllr N Hughes makes representation to this affect at the committee meeting on the 12th September 2023. Cllr N Hughes refused to make representation to cabinet that this wasn't a true devolution policy, as he feels that a leasehold is acceptable offer of devolution. He confirmed he would express Clifton Community Councils disappointment but that he wouldn't lobby on behalf of the Community Council. Action: Clerk & Cllr J Davies to draft this complaint letter.
89/23	Footway Lighting i. To receive an update on the damaged light and its reconnection ENW have confirmed to the Chair that a quote was provided to EDC in November 2022 for the reconnection of this light and EDC never responded to this quotation. ENW then provided a further quote two weeks ago and again WaF haven't responded. Cllr J Davies noted that after pressure being applied by himself & the Clerk an officer at WaF has finally provided the works number for ENW and further confirmed that he is pursuing ENW for reconnection of this light by the 30th September 2023. Resolved by all present that if this light is not re-connected by the end of September 2023, then Clifton Community Council will commence legal action for breach of contract by WaF. Resolved by all present that Clifton Community Council look to group together to look to deliver footway lighting services as it is clear that WaF can't deliver the contract they are supposed to be delivering. ii. Sodium Light at the rear of Fairview Close This is on permanently. Cllr J Davies noted that Sodium Lights are the responsibility of WaF, and that they will be removed as and when they break.
90/23	Planning i. <i>Planning applications received for consultation.</i> Ref: 23/0207 Location: 1 Town End Cottages, Clifton Proposal: AMENDED PLANS. Proposed change of use to accommodate 3 no letting bedrooms serving the George & Dragon Public House, replacement garage door with a single pedestrian door; and the installation of fenestration in the form of new timber sliding sash windows with glazing bards finished with a white wood preservative paint.

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It was noted that despite WaF promising to Mr N Hughes that an extension would be provided to Clifton Community Council to consider these amendments this application was approved last week.

It was also noted that a formal complaint had been submitted to WaF regarding the planning committee report for this application, in particular the errors that had been made in including the Clifton Community Council comments.

Resolved that Clifton Community Council nominate the George and Dragon and 1 Town End Cottages as community asset.

Action: Clerk to submit this registration request.

Ref: 23/0533

Location: Melkinthorpe Poultry Farm, Melkinthorpe

Proposal: Extension to existing chicken rearing unit

Resolved by all present that the Parish Council have no comments on this application and note that this is a development to improve the welfare of the animals.

Action: Clerk to submit this response.

Ref: 230407

Location: George & Dragon, Clifton

Proposal: Retrospective application for replacement kitchen extractors, air supply units & flues (Amended noise & odour assessment)

Resolved by all present that Clifton Community Council objection to this on the following grounds:

- That there are no details about the odour abatement included in the application (or cleaning regime for these units which if not diligently and regularly undertaken leads to fire safety implications)
- The revised noise survey makes reference to superfluous data including information from 2014, and from Shap, the measurements also don't appear to be taken from the relevant points relating to complaints (e.g. the housing developments to the rear of the pub).
- There is also no attempt suggested in the application to mask/screen the new units
- Also, no detail is provided within the application/supporting documents on the air flow monitoring of this new unit.

Clifton Community Council formally request as part of their objection that this application be called in and considered by full committee, and Clifton Community Council want to make representation at the meeting.

Clifton Community Council request that if WaF is minded to consider approval of this application then planning conditions should be imposed to:

- Restrict the operating hours of this new extractor/air supply unit to attempt to mitigate the impact on neighbours
- That the applicant must screen/mask this new extractor/flue system ASAP to again mitigate the negative impact of these proposals on the neighbouring residential properties.

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	Action: Clerk to submit this objection and copy in Cllr N Hughes. <i>ii. Planning decisions</i> None																																																												
91/23	Financial Matters <i>i. To authorise the below payments.</i> Resolved by all present that the below payments were authorised/ratified for payment: <table><tr><th>Date</th><th>PAYEE</th><th>Budget line</th><th>Value</th><th>Action</th></tr><tr><td>11.9.23</td><td>Becx Carter</td><td>Expenses</td><td>£18.00</td><td>Approve</td></tr><tr><td>11.9.23</td><td>Gareth Davidson/GCA Garden Services</td><td>Cutting of Clifton Pocket Park</td><td>£160</td><td>Approve</td></tr><tr><td>30.9.23</td><td>Becx Carter</td><td>Salary (Via So)</td><td>£244.30</td><td>Ratify</td></tr><tr><td>30.9.23</td><td>HMRC</td><td>PAYE (Via SO)</td><td>£162.40</td><td>Ratify</td></tr><tr><td>11.9.23</td><td>Gareth Davidson</td><td>Removal of Tree Clifton Pocket Park</td><td>£330</td><td>Approve</td></tr><tr><td>30.8.23</td><td>Becx Carter</td><td>Salary (Via So)</td><td>£244.30</td><td>Ratify</td></tr><tr><td>30.8.23</td><td>HMRC</td><td>PAYE (Via SO)</td><td>£162.40</td><td>Ratify</td></tr><tr><td>18.7.23</td><td>Abbott Lodge</td><td>Room hire for school transport meeting</td><td>£54.00</td><td>Ratify</td></tr><tr><td>26.7.23</td><td>J Davies</td><td>Expenses for Cumbria in Bloom/Info Pod/Posters etc</td><td>£340.90</td><td>Ratify</td></tr><tr><td>02.08.23</td><td>TILE</td><td>Replacement trackers for Autospeedwatch units</td><td>£37.99</td><td>Ratify</td></tr><tr><td>7.10.23</td><td>ICO</td><td>Data protection renewal</td><td>£40.00</td><td>Ratify</td></tr></table> <i>ii. To receive and approve the bank reconciliation and spend against budget report.</i> Resolved by all present that these be recorded as a true and accurate record. <i>iii. To consider joining the Rural Service Network</i> Resolved by all present that Clifton Community Council look to join this organisation for support with Neighbourhood Plan preparation. Action: Clerk to join this organisation at a cost of up to £100.	Date	PAYEE	Budget line	Value	Action	11.9.23	Becx Carter	Expenses	£18.00	Approve	11.9.23	Gareth Davidson/GCA Garden Services	Cutting of Clifton Pocket Park	£160	Approve	30.9.23	Becx Carter	Salary (Via So)	£244.30	Ratify	30.9.23	HMRC	PAYE (Via SO)	£162.40	Ratify	11.9.23	Gareth Davidson	Removal of Tree Clifton Pocket Park	£330	Approve	30.8.23	Becx Carter	Salary (Via So)	£244.30	Ratify	30.8.23	HMRC	PAYE (Via SO)	£162.40	Ratify	18.7.23	Abbott Lodge	Room hire for school transport meeting	£54.00	Ratify	26.7.23	J Davies	Expenses for Cumbria in Bloom/Info Pod/Posters etc	£340.90	Ratify	02.08.23	TILE	Replacement trackers for Autospeedwatch units	£37.99	Ratify	7.10.23	ICO	Data protection renewal	£40.00	Ratify
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92/23	Date of next meeting Resolved by all present that the next meeting be scheduled for 11th October 2023 at 18:30 in the Abbott Lodge Conference Room.																																																												

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The meeting was closed at 19:55