

Ennerdale & Kinniside Parish Council

Clerk to the Council: Susan Denham-Smith, Routen Farm, Ennerdale, Cleator, Cumbria, CA23 3AU.
Tel: 07946 861270

Minutes of the meeting held on Wednesday 11 July 2018 in St Mary's Church Ennerdale Bridge at 6:30 pm

Present

Cllrs Denham-Smith (MD-S) – Chairman

Councillors

Bridget Johns (BJ), Muir Lachlan (ML), Chris Ayling (CA)

Also in attendance

Susan Denham-Smith – Clerk (SDS),
Rev Ian Parker, Graham Sunderland (Public)

Minute Number	Item	ACTION
172/07/18	Apologies for Absence Cllr Outhwaite Cllr Dirom Cllr Lamb	
173/07/18	Declarations of Interest Resolved: <ul style="list-style-type: none"> • that councillors had all signed and updated the Declarations of Interest sheet in the Declaration of Interest Folder. 	
174/07/18	Minutes of the Parish Council Meeting Held on 9 May 2018 Resolved: that the minutes of the meeting of Ennerdale and Kinniside Parish Council held on 9 May 2018 be signed as a true record by the Chairman.	
175/07/18	Co-option of new Councillor No new candidates have come forward. Resolved: To continue the search for a new Councillor.	All
176/07/18	Public Participation <ul style="list-style-type: none"> • Graham Sunderland introduced himself and made the Council aware that he may be standing as Borough Councillor for the new Arlecdon with Ennerdale ward in the elections in 2019 	
177/07/18	County and Borough Council Updates Neither Councillor was present to give an update.	
178/07/18	Planning Application 11 Dwellings, Kirkland Road, Ennerdale Bridge Nothing further to report.	
179/07/18	Progress Reports A: Clerk's report (incl. outstanding actions, correspondence and planning) The full clerk's report is issued to Councillors prior to the meeting detailing all outstanding actions and correspondence received, including planning applications.	

It was resolved that:
the Clerk's Report be accepted with no further actions to be completed.

Planning Applications

Planning:

Correspondence or applications received between meetings:

Parish Consultation – no reply necessary

Reference: 7/2018/4059
Location: Low Waterside, Kinniside, Cleator, CA23 3AG ([map](#))
Proposal: Agricultural building
Reply by: 23-Jul-2018
Reply to: planning@lakedistrict.gov.uk

Planning Applications

Reference: 7/2018/4046
Location: The Fox & Hounds Inn, Ennerdale
Proposal: Extension to 1st Floor Extension
Reply by: 18-6-18
Reply to: planning@lakedistrict.gov.uk

No Objections emailed 29/5/18

Planning Applications Granted/Refused

Reference: 7/2018/4024
Location: Chapel Cottage CA23 3AT
Proposal: Summerhouse
Reply by: N/A
Reply to: planning@lakedistrict.gov.uk

Application Granted 3 May 2018

Reference: 7/2018/4046
Location: The Fox & Hounds Inn, Ennerdale
Proposal: Extension to 1st Floor Extension
Reply by: N/A
Reply to: planning@lakedistrict.gov.uk

Application Granted 4 July 2018

Reference: 7/2018/4016
Location: Greenthwaite, Ennerdale, CA23 3AR
Proposal: New Build
Reply by: N/A
Reply to: planning@lakedistrict.gov.uk

Application Refused 11 May 2018 – Letter received 11 July 2018

Reference: 7/2018/4028
Location: 3 Lizza Brow, Kinniside CA23 3ER
Proposal: Lean To Kitchen Extension

	<p>Reply by: N/A Reply to: planning@lakedistrict.gov.uk</p> <p>Application Granted 18 May 2018 – Letter received 11 July 2018</p> <p><u>Additional Duties</u></p> <p>Web Site updating web site and advertising Audit Public Rights Period</p>	
180/07/18	<p style="text-align: center;">Progress Reports</p> <p>It was resolved that: Due to the time constraints of the meeting, for the sake of good order that all progress reports were tabled and noted but not discussed except Highways and Newsletter.</p> <p>B: Defibrillator Project – (Cllrs Outhwaite/Johns) C: GDPR (Cllr Denham-Smith) D: Village Open Spaces Maintenance (Cllrs Outhwaite/Lachlan/D-Smith) E: Wild Ennerdale update Rachel Oakley (Cllr Outhwaite)</p> <ul style="list-style-type: none"> • Report postponed until September meeting <p>F: Highways – see below G: Cold Fell Action Group (Cllr Lachlan) H: West Coast Travel Plan, Off-Road Footpath (Cllr. Outhwaite) I: United Utilities Liaison Group – (Cllr Outhwaite/Cllr Lachlan) J: Newsletter (Cllr Johns)</p> <ul style="list-style-type: none"> • Content for September Contact Magazine – See below 	
181/07/18	<p>F: Highways Issues: to consider and raise issues of concern regarding</p> <p>Councillors confirmed that they had received and read the Highways report provided by Cllr Lachlan. He explained that there had been further development on Long Moor Common. It was noted that the temporary surface signs had been in place for a long time. The first job now is to drain the common and to this end a site inspection took place last Wednesday (4 July 2018). Pipes have now been delivered to Richard Taylor as the approved contractor. Once the drainage has been improved, resurfacing may be able to take place in spring.</p>	
182/07/18	<p>J: Newsletter (Cllr Johns) The deadline for the September newsletter will be the last week of August 18. Cllr Johns will put together a format for the newsletter to be incorporated in the September or possibly October edition of Contact, the size depending on content at a rate of £10 per A5 side.</p> <p>Resolved:</p> <ul style="list-style-type: none"> • Councillors to supply some content • Cllr Johns to create layout • Submit to Mr M Watts by 20th August for September edition or Cllr Johns to report on progress at September meeting for inclusion in October edition 	All BJ
183/07/18	<p>K: Clerk Professional Development Review (Cllr Johns) Due to the conflict of interest Cllr Denham-Smith and Mrs Denham-Smith (Clerk) withdrew from the meeting.</p>	

This item was chaired and minuted by Cllr Lachlan (as Cllr Outhwaite was absent).

The following items regarding Annual Leave, Spinal Column Point, Hours Worked and volume of correspondence were **Resolved**:

- To calculate the Clerk's Annual Leave as a salary payment to be paid quarterly at a rate of 16hrs per year (4 hrs per quarter) commencing on the 2nd quarter 2018.
- Unclaimed holiday pay from July 2016 – March 2018 of £277.20 is to be paid as a one-off payment with 2nd quarter salary (September payment).
- The Clerk's Spinal Column Point should increase 2 points to 22, to reflect the increased complexities of role and the lack of PDR last year.
- To award backpay of £871.20 for the extra 88 hours worked between July 2016 – March 2018.
- To keep the Clerk's contracted hours as 12 per month but to review the situation at the November meeting.
- To review the volume of correspondence received by the Councillors and the beaurocratic manner in which the Clerk carries out business.

A full report of Cllr Johns' findings and calculations is available.

Agenda Item
November
Meeting

Agenda Item
September
meeting

184/07/18

Council Finance

To consider any payments and/or grants to be made and receive an updated bank reconciliation.

Resolved: to make the following payments:

Date	Voucher Number	Payee	Description	Amount	Cheque number
29/05/2018	0045	BHIB PL Insurance	Annual Insurance return	-£ 318.55	000529
19/03/2018	0046	Susan Denham-Smith	Folders - Wilco	-£ 3.50)
20/03/2018	0049	Susan Denham-Smith	Office Costs	-£ 24.00) Total Expenses
14/06/2018	0047	Susan Denham-Smith	123 Reg Domain Name Renewal	-£ 11.99) £125.75 - ch no 000530

	17/06/2018	0048	Susan Denham-Smith	123 Reg Web Hosting	-£ 86.26)	
	11/07/2018	0049	Susan Denham-Smith	Clerk Salary (Qtr 1 April May June)	-£ 370.80		000531
	11/07/2018	0050	Grant Application St Mary's Church	168/05/18	-£ 300.00		000532
<p>Total spend this meeting £1115.10</p> <p>Resolved:</p> <ul style="list-style-type: none"> to accept the Bank Reconciliation dated 11 July 2018, of a current account balance of £10,638.22. This represents an uncleared balance of £9,741.67 made up of £1115.10 spend agreed at this meeting (which included PL insurance already paid out between meetings), and uncleared cheque no 000528 for £100.00 paid to Lamplugh Sports Committee. The reconciliation was against Bank Statement 221 dated 22/06/18. 							
185/07/18	<p align="center">Councillor Matters</p> <p>Councillor Matters: Feedback from other meetings attended: not covered by other agenda items.</p> <p>Cllr Lachlan attended the Police Chief Commissioners meeting. He tabled the issue that the presence of PCSO at meetings had been lost. The Commissioner is following it up. PC 5217 Rachel (unknown surname) will send the police commissioners report to the clerk.</p>						
186/07/18	<p>Items for the next meeting: for Councillors to suggest items for the next agenda:</p> <p>Date of the next meeting: <u>Wednesday 12 September 7:00pm</u></p> <p>Meeting Closed at 19:30hrs</p> <p>Chairman.....</p> <p>Date.....</p>						