

Ennerdale & Kinniside Parish Council

Clerk to the Council: Susan Denham-Smith, Routen Farm, Ennerdale, Cleator, Cumbria, CA23 3AU.
Tel: 03946 861270

Minutes of the meeting held on Wednesday 8 July 2020 Via “Zoom” at 19:30

Present

Cllrs Denham-Smith (MD-S) – Chairman

Councillors

Muir Lachlan (ML) Daniel Young (DY), Richard Taylor (RT)
Ric Outhwaite (RO), Bridget Johns (BJ)

Also in attendance

Susan Denham-Smith – Clerk (SDS),
Arthur Lamb – CCC – (AL)
Gwynneth Everett (GE)
Steven Morgan - CBC – (SM)
Rev Ian Parker

Minute Number	Item	ACTION
	The July Meeting of the Ennerdale and Kinniside Parish Council was held virtually over the “Zoom” platform in accordance with NALC guidelines and as a result of the Coronavirus Pandemic. The Clerk was offered space in the community hub, The Gather, due to the home Broadband Speed being inadequate to host a meeting.	
444/07/20	Apologies for Absence Cllr Neil Hardisty sent apologies. Reason: work emergency	
445/07/20	Declarations of Interest Resolved: <ul style="list-style-type: none"> • that there were no changes to the Declarations of interest as recorded in the Pecuniary Interest Register. • Cllr Lachlan re St Mary’s Community Rooms • Cllr Denham-Smith discussion and resolutions re Clerk Salary (related to Clerk) 	
446/07/20	Minutes of the Parish Council Meeting Held on 20 May 2020 Resolved: that the minutes of the meeting of Ennerdale and Kinniside Parish Council held on 20 May 2020 be signed as a true record by the Chairman.	
447/07/20	Public Participation Rev Ian – St Mary’s Church will not yet be opening but services are planned for Kirkland (TBC)	
448/07/20	Copeland Borough- Cumbria County- Council Update Cllrs Arthur Lamb, Steven Morgan, Gwynneth Everett SM Ennerdale Water is full. Fresh water extraction has reverted to 80%/20% Lake/ Borehole GE Copeland recovery has a Shop Local campaign and The Clerk of E&KPC have confirmed that The Gather is the only shop in the parish.	

	<p>Other problems have been vans overnighting on Cold Fell, excess wild campers at Gillerthwaite, fly tipping in the entrance to the scout camp. It has been noticed that there is more rubbish than normal around the whole LDNP. Wild Ennerdale Volunteers have been very active.</p> <p>ML - Forestry actively working behind Crag Fell resulting in people not being able to use certain paths.</p> <p>Concern expressed that the company Thompson's curtain sider is coming out of Lowther using the route over Hen Beck Bridge.</p> <p>Resolved Clerk to contact Forestry to enquire why forestry lorries are using the bridge route?</p> <p>AL Broadband Improvement Scheme – Borderlands</p> <p>Routen House new occupant (Tom Hailes) is organising a coordinated campaign to work out cost and feasibility for the east end of the Valley and Croasdale. Broadband and mobile signal is poor all over the valley. This has an effect on the mobile post office.</p> <p>Resolved: AL to question if the scheme included mobile phone improved coverage Stay in touch with progress with the Routen House initiative. Include on future agendas</p> <p>Parking in the village was discussed but referred to the Highways report below</p> <p>AL – commented that there is money being offered from central government to fund schemes for walking and cycling. AL has already brought it to the highways attention that E&KPC have 2 schemes for footpath/cycleways and requested that we are informed if there is funding available</p> <p>Resolved AL Follow up next meeting re Footpath East funding from central government.</p>	<p>SDS</p> <p>AL</p> <p>SDS</p> <p>AL</p>
	<p>Progress Reports</p>	
449/07/20	<p style="text-align: center;">A: Clerk's report (incl. outstanding actions, correspondence and planning)</p> <p>The full Clerk's Report is issued to Councillors prior to the meeting detailing all outstanding actions and correspondence received, including planning applications</p> <p style="text-align: center;"><u>Actions on Clerk and Councillors from previous meeting requiring further action/updates</u></p>	

Clerk Actions

Clerk Actions

- 442/05/20 **Clerk Actions**
Digital Banking form being signed by signatories (WIP)
Exemption Certificate sent to Auditors sent to PFK Littlejohn on 9 June 20 and audit forms uploaded to website including notice of Public Rights
- 444/05/20 Clerk took part in seminar re use of Zoom and has run a trial meeting. Hopefully this month the process will run more smoothly

Councillor Actions

- 420/03/20 Quote for reducing the heights of Hedges (RT)
Outstanding from March Meeting
- 417/03/20 Quote for Visitor Information Board (RT) Outstanding from March Meeting
- 432/05/20 Ennerdale School reopened with Government recommended year groups
- 438/05/20 Confirm if the Grike to Bleach Green road is a **Public right of Way** or a **Permitted Road** (ML/RO/MDS – TBC)
and check with K Cosgrove if the road were brought up to standard could it be adopted (AL) (See Highways report below)

Other outstanding items are covered in Progress Reports below

The following correspondence was received and is to be considered by Councillors for comment or action.

It was resolved that:

the Clerk's Report be accepted with the following actions to be completed.

Date	Correspondence	Resolution/Action Resolved to accept the following Actions:
19/5/20 only seen 22/5/20	CALC – NALC guidance for holding virtual meetings	Read and Accepted
26/5/20	Nick Thorne Proposed rights of way consultation Ennerdale Forest – reply by 15 June 20	No Objections
28/5/20	Cllr Lachlan, Potholes in Grike to Bleach green road have been filled	See Highways Report Below
28/5/20	CALC continued use of delegated powers.	Remote/Hybrid meetings are now the standard
29/5/20	Cllr Johns Storage of documents	Not to use Dropbox. Cllr Johns advised how to divert email address of Ennerdale Clerk to store emails together

30/5/20	Liz Redmaine re proposed gate at Bleach Green/Crag farmhouse	After debate as to whether any further action was required a vote of 4 to 2 against further action was recorded.
1/6/20	Nick Thorne reply to Email from Liz Redmaine above.	As above 30/5/20
2/6/20	Leanne Bolger feedback regarding tourism and beauty spots as a result of coronavirus	Private returns
5/6/20	Zoom Pro licence offer from CALC	Agreed to keep paying monthly subscription to Zoom
7/6/20	Thank you for Grant M Watts	Thanks Accepted
9/6/20	Sue Influx of people litter – suggested education of visitors	No action
17/6/20	Calc JAPG and Code of conduct Consultation	After consultation is complete it was agreed that we should accept the policy as provided by NALC in principal.
19/6/20	123 Reg Domain reg renewal reminder due and web hosting	Renewal of the Domain name and pay the invoice.
23/6/20	Nick Thorne Temporary changes to rights of way in the forest restriction to traffic PM/NJT/1410.003(230)	No Action
24/6/20	Connecting Cumbria – GIGAbit Borderlands connectivity	See 448/07/20
26/6/20	Copeland Electronic Planning	No Action required
26/6/20	CCC Local Outbreak Plan coronavirus Public Consultation	Individual review

All relevant electronic mail has been forwarded to councillors

Planning:

Correspondence or applications received between meetings:

Planning Applications received

None

Pre Planning information

None

Planning Applications Granted/Refused

None

Additional Duties

Web Site updates and PDR

450/07/20	<p>B: Footpath East (Braemar to the Lake) (Cllr Outhwaite) Feedback regarding the application for Funding from the RPA for construction of a footpath</p> <p>A letter was sent by Cllr Outhwaite to the LDNPA requesting they accept that the full costs of the footpath (including the increase in overall price) is underwritten and that the full sum of the grant is transferred up front to E&KPC.</p> <p>A letter was received by Cllr Outhwaite dated 2/7/20 from LDNPA confirming that a Deed of Grant Arrangement is being drawn up by their Lawyers and will replace the original MOU which is now not fit for purpose.</p> <p>Note: The Footpath is now being referred to as “Broadmoor Trail Project” on LDNPA correspondence.</p> <p>Resolved: No actions to be taken until grant offer recieved</p>	
451/07/20	<p>D: Village Open Spaces Maintenance (Cllr Taylor)</p> <p>Cllr Taylor spoke to DEFRA re commons and plans to meet up after COVID to clarify boundaries of Parish and DEFRA commons land.</p> <p>Actions 420/03/20 and 417/03/20 at 449/07/20 above still WIP</p>	RT
452/07/20	<p>E: Highways Issues: to consider and raise issues of concern regarding the highways.</p> <p>Cllr Lachlan circulates a full report of actions taken and matters discussed with The Highways Department to Councillors prior to the meeting. New or actionable items are is summarised below:</p> <p>Item 2. <u>Cold Fell Road Repairs</u> Minor Patching Works Scheduled for the third quarter of the year October to December</p> <p><u>Item 3 Grike Corner to Bleach Green.</u> – Resolved: Clerk write to UU and Forestry, informing them of the position that CCC accept that if the road were brought up to adoptable standard. CCC will adopt it. A meeting could then be arranged with Kevin Cosgrove of Highways to advise the heads of UU and Forestry as to the legal standard required</p> <p>Resolved: AL to forward Clerk the correspondence, where Highways stated they would adopt the road if it were brought up to standard.</p> <p><u>Item 4 Blocked Gullies at Hazel Holme</u> Work Programmed for W/B 6 July</p> <p><u>Item 6 Hedge Intrusion Works</u></p>	<p>SDS</p> <p>AL</p>

	<p>Most work complete. Landowner for Dalegarth cannot be traced so work will be carried out by CCC</p> <p><u>Item 7 Parking Problems</u></p> <p>Scheme of proposed works received by E&KPC from Laura Mclellen 12/5/20</p> <p><u>Resolved:</u></p> <ul style="list-style-type: none"> • E&KPC to review and respond to the plan provided by Laura Mclellan 12/5/20 • to include the parking as a separate agenda item • Invite the School Governors to review the plans 	<p>All</p> <p>SDS</p> <p>SDS</p>
453/07/20	<p>G: West Coast Travel Plan, Off-Road Footpath – West /REGEN - (Cllr Outhwaite)</p> <p>No report</p>	
454/07/20	<p>H: Lakeside/Inland Footpath Bleach Green Shore and Offroad Footpath (Cllr Outhwaite)</p> <p>The Lakeshore path was cleared out, but is now overgrown. A footpath sign was erected at the Sawdust Lonning end and it has now been removed. By the weir drainage works are still required, which have not yet taken place</p> <p>Offroad Footpath Hedges to the West are overgrown and are the responsibilities of the Land owners to trim but ultimately for LDNPA who are responsible for the surface of the path to action</p> <p>Resolved</p> <p>Write to Steve Tatlock LDNPA to request the Lake Shore Path is brought up to standard</p> <p>Request the Off-road footpath hedges are trimmed to tidy and make the path accessible. Clerk to provide the LDNPA with the land owners' details to get them trimmed.</p>	<p>SDS</p>
455/07/20	<p>I: World Heritage Project</p> <p>No Report</p>	
456/07/20	<p>Newsletter</p> <p>Resolved</p> <p>Draft structure for next meeting with a view to publishing in Contact after the meeting.</p>	<p>BJ</p>
457/07/20	<p>Review of location for holding PC meetings with consideration to future hybrid meetings requiring internet connection and possible Social Distancing spacing.</p> <p>Cllr Lachlan Muir declared an interest and abstained from debate</p> <p>Resolved:</p> <p>Contact The Gather to request a price for regular meetings.</p>	<p>SDS</p>
458/07/20	<p>Clerk Professional Development Review (Cllr Johns)</p> <p>Cllr Johns circulated a full report prior to the meeting of the PDR carried out on 19/6/20</p> <p>Cllr Denham-Smith (Mark) declared an interest as he is related to the Clerk and abstained from voting.</p>	

The review covered the dates 1/8/19 - 30/6/20

Resolved:

- To pay extra 33 hours worked in the date period of the review (payment with 2nd Q salary)
- Increase monthly hours from 12 to 15 and as a result to adjust holiday pay to reflect the increased hours (Annual holiday pay calculated as 29 days x 0.69 hrs per day x £11.22 = £225.26 to be paid quarterly).
- Office expenses to increase from £25.69 – £26.08 in line with 1.5% inflation (Source bank of England March 2020)

459/07/20

Council Finance

To consider any payments and/or grants to be made, receive updates on Financial News from the Clerk and receive an updated bank reconciliation.

- **Completion of the Digital Banking Request Form by the signatories.** This has been held up due to queries as to how to fill out the form.

SDS/MDS
/BJ/ML

Resolved:

- to accept the following payments:

Date	Voucher Number	Payee	Description	Amount	Cheque number
08 July 2020	00112	Susan Denham-Smith	Clerk Salary qtr 1	£ 403.92	00579
08 July 2020	0113/5	Susan Denham-Smith	Expenses and Holiday pay	£ 70.57	00580
08 July 2020	0116/7/8	Mark Denham-Smith	123Reg Domain and Web Hosting and Zoom	£ 64.64	00581
08 July 2020	0119	CPSL	Annual Payroll 20/21	£ 67.20	00582
			TOTAL	£ 606.33	

Total spend this meeting £ 606.33

Note VN 00114 (postage) was missed from the calculation and will be claimed in September

Resolved:

- to accept the Bank Reconciliation dated 8 July 2020, of a cleared current account balance of £8,316.67.

	This represents an uncleared balance of £7,070.43 made up of the cleared balance minus £606.33 spend agreed at this meeting, and 3 uncleared cheques totalling £640. The reconciliation was against Bank Statement 239 dated 23/06/20.	
460/07/20	<p style="text-align: center;">Councillor Matters</p> <p>Councillor Matters: Feedback from other meetings attended: Items not covered by other agenda items.</p> <p>The Planning application for 9 houses on Kirkland road was discussed? Applicant may have revised plans. CBC need a site visit before they go forward, but site visit will not be possible during Social Distancing</p> <p>CBC planning went digital on 1st June, but only for future applications.</p> <p>Clr Johns left the meeting (21:10)</p> <p>Cllr Young asked about training which is on hold from CALC during the pandemic. Clerk offered to forward Good Practitioners Guide, CALC/NALC logins, and other documents relevant to good practice and procedure</p>	SDS
461/07/20	<p>Items for the next meeting: for Councillors to suggest items for the next agenda:</p> <ul style="list-style-type: none"> • Parking in the village <p>Date of the next meeting: Wednesday 9 September 2020 at 7.30pm</p> <p>Meeting Closed at 21:25 hrs</p>	
	<p>Chairman.....</p> <p>Date.....</p>	