

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 9 September 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), Neil Hardisty until 20:30

Also in attendance

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

Members of the Public

Mike Blackhurst, John Slater, David Moore (Ennerdale Primary School)

Minute Number	Item	ACTION
	The September 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. The Clerk experienced a mildly unstable connection on this occasion possibly due to sitting in a corner location.	
462/09/20	Apologies for Absence None	
463/09/20	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/meeting place for the PC future meetings • Cllr Denham-Smith - discussion and resolutions re Clerk Salary (related to Clerk) • Cllr Taylor Owner of Longmoor Head (mentioned in Planning) and land adjacent to the off road footpath 	
464/09/20	Minutes of the Parish Council Meeting Held on 8 July 2020 Resolved: that the minutes of the meeting of Ennerdale and Kinniside Parish Council held on 8 July 2020 be signed as a true record by the Chairman.	
465/09/20	Councillor Resignation/Vacancy <ul style="list-style-type: none"> • Acceptance of resignation of Cllr Johns • Advertising of vacancy Resolved: <ul style="list-style-type: none"> • Clerk to inform CBC of the resignation 	SDS

	<ul style="list-style-type: none"> The vacancy to be made known in the Village. 	
466/09/20	<p style="text-align: center;">Public Participation</p> <p>Mike Blackhurst – had informed the Council about his concern regarding the repeated collection of sorted recycling into uncompartimentalised compactors. Cllr Morgan had looked into the issue between meetings and, in addition to the reply from CBC, had sent a comprehensive explanation to reassure members of the public that all recycling is being sorted, and that due to unavoidable circumstances including staff absenteeism and breakdowns the usual rounds and machinery could not always be used.</p> <p>Cllr Morgan had looked into the adoption of Vicarage Lane and confirmed that it had been adopted by CBC – this was queried by Cllr Lachlan after SM had left the meeting, who only had evidence that part of the road had been adopted.</p> <p>Cllr Morgan commented on the CBC Local Plan consultation, which was due for viewing on 8/9/20. He commented that Ennerdale did not feature for comment with regard to housing.</p> <p>Resolved:</p> <ul style="list-style-type: none"> Councillors to review the local plan when it is available 	<p>SDS/SM</p> <p>All</p>
467/09/20	<p style="text-align: center;">Car Parking in the Village</p> <p>Background: Following an issue raised by a member of the public in January 2019 (234/01/19) regarding dangerous parking in the village. A survey was undertaken by Laura Mclellan, of the Highways Traffic Management Team, to propose a solution to the problems. The site meeting was on 28/1/20 and proposals were made available in May. Cllr Taylor commented that the proposal for outside the Gather had subsequently been updated to Double Yellow Lines on both sides of the road.</p> <p>Mr Moore, Head Teacher - Ennerdale School – commented: The proposal would remove parking around the school, and at the moment there was actually not enough parking around the school. Removing parking was not going to help, but push the parking problem to other sites in the village. The school is at full capacity with 60 children and 8 staff. 20% of the pupils live outside of the village and are driven into school. The members of staff need to park close by due to materials being brought in and out of the school. It is also noticeable that lots of people are using the village as a transit zone for car sharing to drive to workplaces. Holiday cottage visitors and walkers who park outside the school are adding to the problems. He would like to see dedicated school parking outside the school for staff and visitors to the school.</p> <p>Cllr Taylor quoted Highway code article 243 states that cars should not park outside schools.</p> <p>John Slater (The Gather) commented that they are trying to increase their official parking spaces through an amended planning application</p> <p>Resolved:</p>	

	<ul style="list-style-type: none"> • This is now recognised as a whole village problem affecting many people and aspects of village life, including safety • Cllr Taylor to forward the legal details of Highway Code ruling 243 to Mr Moore • To include the issue in the next meeting to seek a way forward, including greater consultation and exploring the idea of a dedicated car park in the village. • Cllr Morgan to search the CBC Land database to see if any areas of land were available in the village. • Request the updated proposal for the double yellow lines on both sides of the road outside the Gather be sent by Laura McLellan. 	RT SM SDS
468/09/20	<p style="text-align: center;">Copeland Borough- Cumbria County- Council Update Cllrs Arthur Lamb, Steven Morgan, Gwynneth Everett</p> <p>Cllr Everett – fly tipping has increased and CBC is trying to take measures to stop it. There has been an increase in wild camping in Ennerdale. Shop local campaign is ongoing. The Beacon has reopened.</p> <p>She suggested that it was clear villages were not designed for the number of cars we have these days and was sympathetic to finding suitable land for a dedicated car park or other solution.</p> <p>Steve Morgan, spoke with Forestry Commission, and the general view was that the current increase in wild camping, litter and inconsiderate visitor behaviour was not causing the disruption experienced in other area of the Lake District like Wasdale/Keswick and Buttermere. NT and LDNP were keeping a close eye on the situation by sending in rangers.</p> <p>Cllr Lamb commented that the HRCs are reopening to permit holders and trailers which may stop some of the flytipping</p> <p>CCC gave a live broadcast of one of its meetings on line.</p>	
	Progress Reports	
469/09/20	<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> <p style="text-align: center;">Clerk Actions</p> <p>448/07/20 Clerk to Enquire why forestry lorries using Hen Beck Bridge (action complete – 20/7/20 email reply from Gareth Browning) Borderlands Broadband project (update complete see below) Does Borderlands include Mobile Signal Coverage? (AL - complete email reply see below)</p>	

- Central government funding for walking and cycling schemes (AL – email reply, funding route will be through towns project and RNEC)
- 452/07/20 Item 3 - Grike Corner to Bleach Green write letter to Forestry and UU (Complete)
Item 7 - Parking Proposal from Highways (Ennerdale School Governors invited, See Separate Agenda item)
- 457/07/20 Price to use The Gather for regular meetings (Complete see below)
- 459/07/20 Digital Banking form superseded by new signatory form (see finance below)
- 460/07/20 Councillor Training (complete – CALC will restart training in September virtually)

Councillor Actions

- 4210/03/20 Quote for reducing the heights of Hedges (RT)
Outstanding from March Meeting (See below)
- 417/03/20 Quote for Visitor Information Board (RT) complete see below
- 456/07/20 Newsletter (BJ – incomplete – to be reassigned below)

RT

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:
3/7/20	Liam McAleese LDNPA reopening and litter	contact information for Litter problems. No Action
6/7/20	Footpath East, LDNPA amended letter of commitment	sent to RPA
7/7/20	Gwyneth Everett shop local	Clerk responded re shops in the parish
10/7/20	123 Reg Invoice copy receipt of payment	Paid at July Meeting
14/7/20	Web accessibility compliance by 22 nd September	See action below
15/7/20	CALC AGM Virtual meeting 26 th Sept	Cllrs take part if they wish
15/7/20	Chris Shaw Footway Lighting legal position and letter.	questionnaire from July meeting, completed and forwarded to Clare Taylorson
16/7/20	CQC survey re covid	Private replies
17/7/20	B Johns reported Youth antisocial behaviour at Village Park	Clerk advised resident to call the police
20/7/20	Gareth Browning, acknowledgement of issue with	TBC followed up SDS

	Forestry lorries using Hen Beck Bridge. May be Sillathwaite Etraction TBC		SDS
21/7/20	NALC Devolution White paper consultation	For Councillors to read comment if required	
25/7/20	Collection of Household waste problem Vicarage lane	See Comment above SM	
27/7/20	Chloe Unsworth consultation on removal of phone box	7 th Sept. Reply sent in August based on last year's reply and in consultation with the school	
28/7/20	3 Tier meeting 24 th Sept Zoom	Councillors to attend if they wish	All
29/7/20	Mr Moore School Head position unchanged re phone box removal	Clerk forwarded previous comments re Phone box remaining in use.	
30/7/20	Records Office call out for Coronavirus records to be sent in.	Accepted. PC to offer information	SDS
30/7/20	Steve Tatlock re Deed of Grant confirmation of PL and Employers' Insurance cover, for Broadmoor Trail Project	Clerk replied	
5/8/20	Claire Taylorson Footway lighting	replied with Cllr Lachlan's suggested reply	
4/8/20	CALC Effective Councillor training remote training.	Cllrs Hardisty, Young and Taylor to book at their convenience	RT/DY/NH
5/8/20	Julie Wood LDNPA draft agreement for Footpath	Agreement discussed by Cllrs D-S and Outhwaite, Clarification sought and forms signed by Cllrs above and Clerk.	
5/8/20	Andrew Ward Buttermere webmaster re website compliance	Cllrs to decide action re web site accessibility. Action taken by Cllr Dan Young	DY
5/8/20	Cllr Johns Resignation	MDS Accepted resignation, Clerk to inform CBC	SDS
6/8/20	Phil The Gather Parking room hire	Cllrs to decide on location for future meetings, see item below	
6/8/20	Phone box consultation reply sent to Chloe Unsworth	Clerk Actioned	
6/8/20	Footway lighting Cllr Lachlan draft response	Clerk Actioned	
13/8/20	Calc's interim statement re Local Government reorganisation	Interest/information	
14/8/20	Andrew Clerk CBC Local plan due out on 8 September for 6 week consultation ends 13 October	Available from 8 September for replies before the next meeting.	All
19/8/20	Zoom Invoice August	To pay September	
19/8/20	Caroline Holden Ian Mcavoy contact details re meeting between UU/Forestry/Highways/Grike to Braemar Road	Clerk action for item 452/07/20 Item 3	SDS

21/8/20	Andrew Ward Website compliance quote Disproportionate burden	See action below	
25/8/20	Gareth Browning re Grike Corner - Bleach Green road surface. Letter sent to land agent reply expected September	No Action until response – Follow up November	
27/8/20 & 3/9/20	Mike Blackhurst recycling and road sweeping in Vicarage Lane	Forwarded to Cllrs Everett and Morgan for action. Cllr Morgan has replied above.	
28/8/20	NALC National Salary Pay Award	Action agreed - Finance	
28/8/20	CALC Developing your Skills training course dates	Neil Dan and Richard to arrange participation as above.	
2/9/20	Cllr Lachlan - non-segregated recycling collection and verge sweeping	See above 25/7/20	
3/9/20	Vikki Allonby RPA - Approval of Grant Funding	forwarded to LDNPA	
4/9/20	Gareth Browning Wild Ennerdale News Letter, Broadmoor Path works requirement for letter of agreement with Forestry and PC	Letter of Agreement requested from Gareth to be arranged when all Grant funding and agreements finalised with LDNPA	RO
4/9/20	Rec Cathey Deed of Grant Broadmoor Path - Pending	Chase Deed of Grant RO	RO
6/9/20	SBA Auditor confusing email about confirming receipt of our exemption certificate	Clerk has followed this up SBA have confirmed we are exempt and certificate was received.	
7/9/20	Bridget Johns, confirmation of checking of salary calculations for Clerk Qtr 2	Accepted ex Cllr Johns confirmation of calculations.	
8/9/20	Public participation correspondence from the Gather re vote of thanks for Covid Support	Letter was read out in meeting by the Clerk and is appended to the Minutes	
9/9/20	Ric Outhwaite reminder to Steve Tatlock re deed of Grant for Broadmoor trail project	Reminder to follow up	RO
<p>All relevant electronic mail has been forwarded to councillors</p> <p><u>Planning:</u></p> <p>Correspondence or applications received between meetings:</p> <p><u>Planning Applications received</u></p> <p>None</p> <p><u>Pre Planning information</u></p> <p>Reference: 7/2020/4052</p>			

	<p>Location: Low Moor End, Ennerdale, Cleator, CA23 3AS Proposal: Removal of modern steel portal framed buildings For information only.</p> <p>Reference: 7/2020/4065 Location: Longmoor Head, Kinniside, Cleator, CA23 3AG Proposal: Replace existing mud yard with a concrete yard For information only</p> <p><u>Planning Applications Granted/Refused</u> Reference: 7/2020/4065 Location: Longmoor Head, Kinniside, Cleator, CA23 3AG Proposal: Replace existing mud yard with a concrete yard Decision Prior Approval Not required 3/9/20</p> <p><u>Additional Duties</u></p> <p>Accessibility on the Web site regulations LTN09 Chase ICO and Lamplugh Sports committee unbanked cheques due to COVID holdups. Both still in the system Update backdated pay award.</p>	
470/09/20	<p>B: Broadmoor Trail Project - Formally known as Footpath East (Lilly Hall corner, Braemar to the Lake) (Cllr Outhwaite) Update regarding the application for Funding from the RPA for construction of a footpath</p> <p>Formal offer of grant has been received from RPA, and has been accepted.</p> <p>Current Actions Resolved:</p> <ul style="list-style-type: none"> • To confirm what the contractors can do and the time frame • LDNPA will pay money up-front to our account before they instruct the contractors, • We are still awaiting an updated “Deed of Grant” from the LDNPA to confirm they are fully underwriting the project, providing the funds upfront to cover the costs before the RPA grant is drawn down and are responsible for the project management and completion of the project. Updates were sent with comments on the initial draft DoG (Cllrs D-S and Outhwaite on 2/9/20) • The RPA Grant Funding Agreement was signed on 21st August and returned to RPA Signatories are MDS, SDS, RO • Target for work to commence is 28th September • Forestry England will upfront manage the tree fellers and LDNPA. • Copies of draft Deed of Grant and RPA Grant Funding Agreement were sent to all Councillors with a nil response taken as agreed. • We are still awaiting an updated DoG from the LDNPA before work can commence. 	RO/MDS

	<p>Resolved to accept the following actions to redeisribute Cllr Johns' Portfolio:</p> <ul style="list-style-type: none"> • Newsletter – Cllr Denham-Smith • Cllr Denham-Smith to produce draft for November meeting. • Clerk, Line Manager, - Cllr Outhwaite • Signatory - Cllr Outhwaite • Meeting time – revert to 7pm. • Defibrillator (Bridget Johns will continue to monitor the unit and report to the Council) 	<p>MDS</p> <p>RO</p>
475/09/20	<p>Web Site Accessibility</p> <p>New laws require Local Council's to update their websites to conform to accessibility guidelines LTN 09. The Clerk has carried out some research and received advice from CALC, Ian Topping, who set up the site, and other local clerks. The deadline to complete the action to either prove a "Disproportionate Burden" or update the site is 22nd September 2020</p> <p>Resolved:</p> <ul style="list-style-type: none"> • Cllr Young to investigate the action • Carry out assessment to prove the Disproportionate Burden if applicable or • Provide course of action to update the website in order to comply for the Council • to complete by deadline 22 September 	<p>DY</p>
476/09/20	<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. The Clerk had discussed the options for use of The Gather as the meeting room with the manager. Current hire charge is £10 per hour and they were happy for the use of the Café if the Community Room was in use by a regular class on the meeting dates.</p> <p>Cllr Lachlan confirmed St Mary's Church would not be prepared to install phone or WIFI</p> <p>Resolved:</p> <ul style="list-style-type: none"> • To continue with remote/Zoom meetings run by the Clerk from The Gather until such time as full face-to-face meetings can take place. • To consider use of the Gather for full meetings, when such face-to-face meetings are possible • To pay for use of the community room by The Clerk from the July Meeting going forward. 	<p>SDS</p>
477/09/20	<p>12: Borderlands Broadband Improvement Scheme</p> <ul style="list-style-type: none"> • Update email sent via Clerk to Councillors (Tom Hails, Routen House) • A survey has been carried out by Openreach/with Hugh Branney, a response/report has not yet been received. 	

478/09/20

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 and the need for a new signatory to be added
- **Acceptance of the Clerk's Pay review as set out in NALC national Salary Pay Award 28/8/20**
- **Ex Councillor Johns checked the Clerk's Salary Calculations and confirmed accuracy 7/9/20**

Resolved:

- Accept the National Salary Pay Award (NALC)
- Accept Ex Councillors Johns' approval for the Clerk's Salary Calculations
- Accept Cllr Outhwaite as 3rd signatory and for the forms to be completed
- to accept the following payments:

Date	Voucher Number	Payee	Description	Amount	Cheque number
09/09/2020	00114, 120-123	Susan Denham-Smith	Clerk Expenses, Holiday, back pay and adjustments	£474.35	000583
09/09/2020	00124	Susan Denham-Smith	2nd Qtr Salary	£ 518.85	000584
09/09/2020	00125/6	Mark Denham-Smith	Zoom July/August	£ 28.78	000585
			TOTAL	£ 1,021.98	

Total spend this meeting £ 1,021.98

Resolved:

- to accept the Bank Reconciliation dated 9 September 2020, of a cleared current account balance of £7,410.43. This represents an uncleared balance of £6,048.45 made up of the cleared balance minus £1,021.98 spend agreed at this meeting, and 2 uncleared cheques totalling £340. The reconciliation was against Bank Statement 241 dated 21/08/20.

RO

479/09/20

Councillor Matters

Councillor Matters: Feedback from other meetings attended: Items not covered by other agenda items.

Cllr Hardisty left the meeting (20:30) due to loss of battery power

480/09/20	<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 • Budget • Grants <p>Date of the next meeting: Wednesday 11 November 2020 at 7.00pm</p> <p>Meeting Closed at 21:22 hrs</p>	<p>SDS SDS</p>
	<p>Chairman.....</p> <p>Date.....</p>	