

Ennerdale & Kinniside Parish Council

Clerk to the Council: Susan Denham-Smith, Routen Farm, Ennerdale, Cleator, Cumbria, CA23 3AU.
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**Minutes of the meeting of the Ennerdale and Kinniside Parish Council
on Tuesday 16 November 2021, 18:30
at The Gather**

Present

Cllr Daniel Young (DY– Chairman)

Councillors

Liz Coverley (LC), Richard Taylor (RT),
Sarah Sharpe (SS), Nancy Rowson (NR), Kevin Park (KP)

Also in attendance

Susan Denham-Smith – Clerk (SDS),
Jane Coltman – New Clerk (JC)
Cllr Arthur Lamb (AL), Cllr Gwyneth Everett (GE)

Members of the Public

Rev Ian Parker, Sandra Guise, Jill Trainor, Brendan Loughnan

Minute Number	Item	Action
643/11/21	<p align="center">Apologies for Absence</p> <p>Resolved to</p> <ul style="list-style-type: none"> • accept Cllr Morgan’s apologies due to ill health. • accept Cllr Outhwaite’s apologies due to holiday 	
644/11/21	<p align="center">Declarations of Interest</p> <p>Resolved:</p> <ul style="list-style-type: none"> • that all current members of the Council had signed the Pecuniary Interest Register (paper folder version). • new councillor Liz Cloverley will complete a declaration of interest form and return to CBC and copy to Clerk following the meeting she had no interests pertaining to this Agenda to declare. • Nancy Rowson updated her declaration of interest at point 4 regarding ownership of property in the village 	
645/11/21	<p>Councillor Vacancies:</p> <p>Sandra Guise introduced herself and her interest to join the Council. Her co-option will complete the Council with 8 members.</p> <p>Resolved:</p> <ul style="list-style-type: none"> • Co-option of Liz Cloverley as Councillor. Declaration made and form signed. • Liz Cloverley to complete declaration of interest forms • to co-opt Sandra Guise at the January 2022 meeting 	LC
646/11/21	<p>Minutes of the previous meetings: to consider approval of the minutes of the meetings on:</p> <p>Resolved:</p> <p>to accept the Minutes of the meeting on 21st September 2021 with the correction of minute number 631/09/21 that the resolution read that the</p>	

	“LDNPA” not “NT” will be asked how they plan to manage the access at How Hall as a restricted byway.	
647/11/21	<p style="text-align: center;">Public Participation</p> <p style="text-align: center;">For members of the public to table issues and ideas they would like to put forward to the council for future consideration.</p> <p>No points were raised</p>	
648/11/21	<p style="text-align: center;">Appointment of New Clerk Jane Coltman</p> <p>Resolved:</p> <ul style="list-style-type: none"> • to appoint Jane Coltman as Clerk • To sign the Contract of Employment drafted and circulated by Cllr Young • There would be a hand-over between Susan and Jane over the next month 	SDS/JC
649/11/21	<p>Copeland Borough- Cumbria County- Council Update Cllrs Arthur Lamb and Gwynneth Everett</p> <ul style="list-style-type: none"> • Garden waste collection has been extended for 2 weeks due to sickness • Green homes grants are available for low income households to make their homes more energy efficient • Whitehaven Christmas market, and virtual Christmas service from Distington Crem. 26 Nov and Dec 31st Beacon visits are free • Local Council Reform - a Draft Change Order has been released to councils showing the boundaries. The numbers of Councillors has been reduced to 46 Councillors in the West but will be reviewed before 2027.. • Some of the black and white signposts are being renovated by CCC hopefully this financial year. • GDF community partnership - CCC has no representation as it does not recognise the authority of the GDF partnership. 	
650/11/21	<p>Training and Development</p> <p>Resolved:</p> <ul style="list-style-type: none"> • for Liz and Sandra to book on the Effective Councillor Courses with CALC • Add costings for training and development of Councillors and Clerk (CILCA) to the Budget • To approach Parton to share costs of CILCA course (Jane is Clerk to Parton PC) • Liaise with CALC to deliver appropriate course/courses to train all the Councillors in new areas ie planning 	LC/SG DY JC JC
651/11/21	<p style="text-align: center;">Budget</p> <p>Review of Budget for 2022/23</p> <p>Resolved:</p> <ul style="list-style-type: none"> • Cllr Outhwaite to follow up on Jenny Brumby regarding Welcome Back Fund and planned grant for benches • circulate updated budget costings to Councillors as discussed in this meeting • Organise a separate meeting to plan the detail of the budget 	RO SDS DY

	<ul style="list-style-type: none"> Investigate the potential costs for an election with Electoral Services 	JC
652/11/21	<p>Wild Ennerdale</p> <ul style="list-style-type: none"> Cllr Outhwaite was absent so there was no report from the meeting on 12 November 2021 Cllr Outhwaite had been invited to the beaver introduction day 25th November 10:30 as the Council's representative <p>Resolved:</p> <ul style="list-style-type: none"> Write to FE, to understand about the beaver and the consultation and ask why we have not been approached. Write to the Wild Ennerdale Partners to understand the accountability in the chain of command request the slides about the Beaver from Gareth. 	DY/RT
653/11/21	<p>Forestry Operations 2022 (RT/DY)</p> <p>Resolved:</p> <ul style="list-style-type: none"> All Councillors are invited to attend a site visit with FE reps re Phytophthora on Latterbarrow 1:30 – 3pm 22/11/21 	ALL
654/11/21	<p>9 Dwelling Housing Estate - Kirkland Road (NR) No new correspondence or reports</p>	
655/11/21	<p>River Ehen, Ennerdale water SSSI and SAC 2017 habitats regulation, (RT)</p> <p>Resolved</p> <ul style="list-style-type: none"> RT to organise training for PC with NE and EA 	
656/11/21	<p>Environmental and green policies (RT)</p> <p>Resolved:</p> <ul style="list-style-type: none"> for the PC to build an environmental plan that will feed into the community plan. RT to circulate a proforma community plan. 	
657/11/21	<p>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</p> <p><u>Actions on Clerk and Councillors from previous meeting requiring further action/updates</u></p> <p>Clerk Actions</p> <p>622/09/21 Copies of New Councillors' Declaration of Interest Forms sent to CBC and uploaded on web site (Incomplete as forms needed to be updated - JC)</p> <p>641/09/21 CALC and NALC logins sent to new councillors (SDS complete)</p> <p>Councillor Actions from September Meeting</p> <p>626/09/21 Gap in the hedge fence wired (KP – complete)</p> <p>625/09/21 Cllr Lamb to check Traffic Regulation consultation includes the parking issues outside the Gather (AL- complete)</p> <p>631/09/21</p> <p>572/05/21 Kent Carriage Gap – letter of objections (SS – complete)</p>	JC

Other outstanding items are covered in Progress Reports below

The following correspondence was received and was 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	For Action and Resolution
27/9/21 - 1/10/21	Chris Shaw GDF working groups and briefings	For Councillors to attend on an individual choice basis
4/10/21	Michael Germany My Parish Council email address confirmation	Cllr Young to choose email address and confirm to My Parish Council
15/10/21	Charlotte Fuke LDNPA feedback on VMAP effectiveness measures	Clerk to email Charlotte and give feedback that despite a lot of effort to research the problems there did not to be any visible action taken
16/11/21	123reg payment card needs to be updated as the DD is held in Susan Denham-Smith's name	For Councillors (JC/DY) to find out if the 123reg login and domain name is still required and to add an uptodate payment card to the system for 123reg if required

DY

SDS

DY/JC

Planning Applications received –

Reference: 7/2021/4114

Location: Middle Intack, Ennerdale, Cleator, CA23 3AR

Proposal: Proposed siting of four handmade timber glamping pods along with recycling/waste, individual parking bays with a turning area, a service/utility hut and associated footpaths and landscaping of the site

Reply by: 28 October 2021

Reply to: planning@lakedistrict.gov.uk sent on 26 October 2021 with objects to the proposal

Planning Applications Granted/Refused**6/10/21 - Granted**

Application Number: 7/2021/4093

Location: Far Moor End, Ennerdale, Cleator, CA23 3AS

Proposal: Single storey extension to the rear and oak framed open por the front

8/10/21 - Granted

Application Number: 7/2021/4089

Location: Longmoor Head, Kinniside, Cleator, CA23 3AG

Proposal: Change of use of the existing Swift S-Pod 6 to holiday let accommodation

11/10/21 - Granted

Application Number: 7/2021/4099

Location: Fearon Place Farm, Kinniside, Ennerdale, Cumbria, CA23 3AG

	<p>Proposal : Proposed extension to existing agricultural shed which will be used as a general store for implements and cattle feedstuffs</p> <p><u>Additional Duties</u> New Clerk Recruitment Pecuniary Interest Register update and sending forms to CBC and Web site Web site updates</p>	
658/11/21	<p>B: Broadmoor Trail Project - (Cllr Outhwaite)</p> <p>Cllr Young has confirmed to the RPA (Michael Baker) that the grant claim will have to be withdrawn as it is not believed that the path is complete and an extension has been granted until March.</p> <p>LDNPA have confirmed it will be completed to an adoptable standard including EU signage.</p> <p>The fallen tree has been removed</p> <p>Resolved</p> <ul style="list-style-type: none"> • Cllr Young to withdraw the claim sent to the RPA • To approach Steve Ratcliffe, LDNPA, to push for completion in time to make the claim before March 	<p>DY DY</p>
659/11/21	<p>Village Centre Enhancement Plan (Cllrs Park, and Sharpe)</p> <p>A report was circulated to Councillors prior to the meeting</p> <p>Resolved:</p> <ul style="list-style-type: none"> • to encourage residents to be involved in sprucing up the village prior to the jubilee • to find funding for the cleaning of sign posts and pavements • to report the broken mosaic on HIAMS • to request cleaning of algae from pavements on HIAMS • Consider planting a tree • to contact the gardening club about decorating with flower tubs/baskets • Overgrowth of hedges reported on HIAMS • Consider a better use for the triangle of grass by the school and have the bin removed. • Include the cost of village enhancement plans in the budget • Hold a separate planning meeting • Report the redundant galvanised posts/street furniture on HIAMS 	<p>)))) SS/KP)))</p>
660/11/12	<p>Queen's Platinum Jubilee (NR)</p> <p>Resolved:</p> <ul style="list-style-type: none"> • To work with The Hub (Gather) on arrangements for the celebration • Cllr Rowson to email out current plans and budget • Hold a separate planning meeting 	<p>) NR)</p>
661/11/21	<p>Highways Issues (RT)</p>	

	<p>All problems reported on HIAMS are now set out on a spreadsheet, however there has been no response from The Highways to requests for information.</p> <p>Resolved for:</p> <ul style="list-style-type: none"> • Cllrs to report all issues they discover on HIAMS and copy to RT/DY • Cllr Young to send a copy of the spreadsheet to Cllr Lamb to discuss with Craig Mccarron 	DY
662/11/21	<p>Off-Road Footpath - West (Cllr Outhwaite)</p> <ul style="list-style-type: none"> • RNEC have not had any further meetings. 	
663/11/21	<p>Report of construction works to LDNPA Planning enforcement, on field to the left heading from the village to Braemar corner, opposite Low Moor End Entrance (RO/RT)</p> <p>Resolved:</p> <ul style="list-style-type: none"> • to write to the LDNPA and ask for feedback on the enforcement action taken 	
664/11/21	<p>Village Open Spaces Maintenance and Car parking (Cllr Taylor)</p> <p>Resolved:</p> <ul style="list-style-type: none"> • To look into creative ideas for use of the Bus Shelter 	All
665/11/21	<p>Defibrillator at the Shepherds Arms</p> <p>Resolved:</p> <ul style="list-style-type: none"> • To speak to Keith (the proprietor of the Shepherds Arms) regarding weekly checks 	SS
666/11/21	<p>Web Site Accessibility (Cllr Young)</p> <p>Resolved:</p> <ul style="list-style-type: none"> • New email address to be set up for the clerk • New arrangements to be made for paying for webhosting/domain name registration as it is currently secured on the Clerk's debit card 	DY
667/11/21	<p>Newsletter</p> <p>Resolved:</p> <ul style="list-style-type: none"> • New editor to be agreed at the Jan meeting • Content to be agreed for approval in Jan for inclusion in Feb Contact 	TBC
668/11/21	<p>Council Finance</p> <p>To consider any payments and/or grants to be made and receive an updated bank reconciliation.</p> <p>Resolved to:</p> <ul style="list-style-type: none"> • accept the bank reconciliation of the 16 November 2021 • complete the digital banking form once the signatories had been updated • award grants to Lamplugh Sports committee - £300 and St Mary's Church Yard committee £550, to be paid in May 22 	DY JC

- NALC updated Financial regulations to be adopted and added to the Web site governance documents

Payments to be agreed and cheques signed

Resolved:

- to accept the following payments:

Date	Voucher Number	Payee	Description	Amount	Cheque number
16/11/2021	0180	PFK Littlejohn	PKF Audit	£ 360.00	000624
16/11/2021	0181	Sarah Sharpe	Sarah Sharpe Defib pads	£ 54.00	000625
16/11/2021	0182	The Gather	The Gather extraordinary meeting 6th Sept 21	£ 15.00) £45
16/11/2021	0183	The Gather	The Gather PC meeting 21 September	£ 30.00)000626
16/11/2021	0184	CALC	CALC TR2275 Cllr Sharpe Mod 1	£ 20.00)
16/11/2021	0185	CALC	CALC TR2310 Cllr Sharpe Mod 2	£ 20.00)
16/11/2021	0186	CALC	Good Councillor Guide Books CA769	£ 20.20) £ 140.20
16/11/2021	0187	CALC	CALC TR2320 Cllrs Rowson Park Mod 1	£ 40.00) 000627
16/11/2021	0188	CALC	CALC TR2345 Cllrs Rowson Park Mod 2	£ 40.00)

	16/11/2021	0189	Susan Denham-Smith	Clerk Salary QTR 3 (Oct, Nov, Dec)	£ 518.85) £726.39
	16/11/2021	0190	Susan Denham-Smith	Clerk Overtime and Final Payment	£ 207.54) 000628
	16/11/2021	0191	Susan Denham-Smith	Clerk Expenses Office Cost	£ 27.59) £85.47
		0192	Susan Denham-Smith	Clerk Expenses Holiday	£ 57.88) 000629
				TOTAL	£ 1,411.06	
<p>Total spend this meeting £1,411.06</p> <p>Resolved: to accept the Bank Reconciliation dated 16 Nov 2021, of a cleared current account balance of £9,621.47. This represents an uncleared balance of £7,870.41, made up of the cleared balance plus £1,411.06 spend agreed at this meeting, plus 2 uncleared cheques, totalling £340. The reconciliation was against Bank Statement 253 dated 23/10/21. Note: The uncleared balance includes £3,876.00 balance of grant payment allocated to the Broadmoor Trail project but unspent.</p>						
669/11/21	<p align="center">Councillor Matters</p> <p>Feedback from other meetings attended: Items not covered on agenda.</p> <ul style="list-style-type: none"> • Participation on Effective Councillor courses by SS KP and NR 					
670/11/21	<p>Items for the next meeting: for Councillors to suggest items for the next agenda:</p> <ul style="list-style-type: none"> • Appoint new Internal Auditor • Facebook/Instagram account <p>Date of the next meeting: 18 January 2022 at 18:30 (new start time due to length of meeting) Meeting Closed at 21:53 hrs</p>					
	<p>Chairman.....</p> <p>Date.....</p>					