

**Draft Minutes of the Meeting of St Bees Parish Council held on
Monday 15 June 2020 at 6.30pm via Cisco Webex**

PRESENT: Cllrs D Sim (in the Chair), P Argyle, N Bettinson, G Gilmour, A Kaldos, F Kennedy (first part of the meeting only), A Linton, H Monaghan, J Mellor, D Millington, C Robson, E Taylor & the Clerk

In attendance: Cllr C Whiteside, County Councillor - Egremont North/St Bees

59/20 CHAIRMAN'S OPENING REMARKS

The Chairman welcomed everyone to the first virtual meeting in the 125 year history of St Bees Parish Council. The link to the meeting had been published on the web-site and noticeboard so that members of the public could join if they wished.

60/20 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs C Hale and D Rothery. Apologies were also received from Cllr J Hailes, CBC Ward Councillor.

61/20 DISPENSATIONS & DECLARATIONS OF INTEREST

There were no declarations of interest.

62/20 PUBLIC PARTICIPATION

There were no issues raised.

63/20 MINUTES OF THE MEETING HELD ON 16 MARCH 2020

It was RESOLVED that the minutes of the meeting on 16 March be approved as a correct record and signed by the Chairman.

64/20 FINANCE & RISK MANAGEMENT

(a) Internal Audit 2019/20

The internal auditor's report for 2019/20 had been circulated. The report concluded that in all significant respects the Council's systems of financial control were good and met the standard required to meet the needs of the Council. There were two minor recommendations for improvement in procedures and one suggestion of training for councillors who were members of the Finance & Risk Management Group. Councillors thanked Mr Strong for his work in carrying out the internal audit.

It was RESOLVED to accept the report and to ask the Finance & Risk Management Group to consider the recommendations.

It was further RESOLVED that Harry Strong be appointed as Internal Auditor for 2020/21.

(b) Asset Register

The asset register at 31 March 2020 was received and noted.

(c) Annual Governance Statement

A copy of the assurances required for the Annual Governance Statement had been circulated in advance of the meeting. It was noted that the Finance & Risk Management Group had reviewed internal controls at its last meeting and had confirmed in its report that they were satisfied with the current systems (see min 28/20a). Councillors agreed that affirmative answers could be given to all the relevant statements. It was RESOLVED that the Annual Governance Statement be approved and signed by the Chairman.

(d) Annual Accounting Statement

The Annual Accounting Statement had been circulated with the agenda. A more detailed breakdown of income and expenditure and reserves carried over into 2020/21 had been previously circulated to councillors and would be included in the Chairman's Annual Report in due course.

It was RESOLVED that the Annual Accounting Statement be approved and signed by the Chairman.

(e) Financial Report 2020/21

The account summary at 31 May was received and noted. It was noted that the precept had been received in full and some funds could now be transferred to the reserve account.

The recent Covid-19 restrictions had made it more difficult to maintain payment and banking systems. Transactions requiring visits to the branch had been problematic and some suppliers were no longer accepting payment by cheque. Regulations did now allow local councils to use electronic banking, although the Council's financial regulations would need to be amended to include the necessary safeguards.

It was RESOLVED that the Clerk make initial enquiries about internet banking and report back to a future meeting.

It was further RESOLVED that £20,000 be transferred from the current to reserve account.

(f) Payments

It was RESOLVED that the following payments be approved:

Chq 002643 Works 4 You Ltd – grasscutting May £390.86 + £78.17 Total £469.03

Chq 002644 Open Spaces Society – annual subscription Total £45.00

Chq 002645 & 002646 J Donaldson – printer ink service April & May £13.32 + £2.66 VAT, barrier tape £31.26 + £6.24 Total expenses £53.48 & salary June £540.42

Chq 002647 HMRC – PAYE qtr 1 £679.06

Chq 002648 VIB Petty Cash top-up -£85.00

Answer 4 U -answering service June £9.99 + £2.00 VAT Total £11.99 (to be paid by DD)

Thomas Milburn Property Ltd -toilet service £583.33 + £116.67 VAT Total £700.00 (to be paid by SO)

Details of payments made under delegated authority since the last meeting were received and noted (list attached to the minutes).

65/20 WEST CUMBRIA MINING

CCC was seeking comments on amended proposals for the new mine. The amendments related to modifications to the internal design of the processing plant to minimise/eliminate the by-product so that all coal recovered would meet the criteria for classification as metallurgical coal. The deadline for comment was 15 June but CCC had allowed an extension to allow the Parish Council to submit comments by email on 16 June.

Councillors supported the amended proposals and recognised that metallurgical coal was essential for the production of iron and steel. If high grade coal was mined in the UK, it would reduce the carbon footprint of transporting coal from other countries across the globe. The new mine would also improve a derelict former industrial site and bring much needed jobs and economic benefit to this area.

It was RESOLVED that to fully support the amended proposals and to urge CCC to approve the application so that the project could move ahead.

66/20 CCC & HIGHWAYS MATTERS

Cllr Whiteside reported on a number of highways matters:-

- The speed reduction measures on the B5345 at the entrance to the village, agreed some months ago, were definitely included in the work programme. The Highways Manager would confirm when the work was likely to take place.
- Arrangements had been made with Network Rail for resurfacing work on the B5345 from the level crossing to the Priory to take place over the summer.
- Verge and hedge cutting had begun across the district.
- The annual clean of gulleys in St Bees was scheduled to take place in September.
- The possible extension of the pavement on Outrigg was still under discussion.

67/20 CBC MATTERS

It was noted that Cllr Hailes was arranging for new dog fouling stencils to be painted in various locations when CBC staff returned to normal duties and he was also asking for more notices at the beach area to remind dog walkers that dogs should be kept on leads.

It was reported that CBC staff were making an excellent job of clearing the promenade of litter each morning. It was agreed to pass on the council's thanks to CBC.

It was noted that there had been some problems of anti-social behaviour recently with groups of young people gathering by the old swimming pool. It was agreed to contact the local PCSO and ask for officers to monitor this location.

68/20 RUN THE EDGE EVENT

An event was planned to take place over the weekend 20-21 March 2021 along the coastal access path. The event was supported by Sellafeld Ltd and was part of the Copeland Borough Council's post-Covid recovery plan to try to attract visitors to the area and would include a 10K run, marathon, ultramarathon and a single day and two day walking challenge. The organisers were seeking permission for the route to include the land owned by the Parish Council at Sea Mill.

It was RESOLVED that there were no objections to the use of Parish Council land.

69/20 PROJECT REPORTS

(a) Beach Regeneration & Play Area

Cllr Kaldos had looked at the options for replacing the two springies at the play area and had identified two replacement items with a seaside theme. The prices quoted included an option to upgrade the metal parts to stainless steel to 316L to minimise corrosion risks. The cost including delivery, VAT and installation would slightly exceed the budget originally set. The costs would be met from the Major Asset Repair/Replacement reserve.

It was RESOLVED that to proceed with an order for the two items and to obtain quotations for installation with a revised total budget of £3000.

It was noted that one of the zip wires had been taken out of commission and one of the gates had yet to be replaced. The Clerk would contact CBC's play area inspector to check on progress. Both the beach and Outrigg play areas remained closed pending further guidance from central government. Some barrier tape had been purchased and arrangements would be made for the equipment to be taped off.

There had been no further update on the request for cycle stands at the main beach. The Clerk would follow this up with the appropriate officer at CBC.

Cllrs Argyle and Robson were planning to repaint the beach shelter and the wall of the toilets where the display board had been removed.

(b) Station Car Park Extension

Cllr Taylor reported on developments since the last meeting. There had been further contact from Network Rail who had indicated that in principle a longer lease of 15 to 20 years was possible but there would need to be break clauses every five years. If the Parish Council wished to proceed, the next step would be to draw up Heads of Terms but this would incur a cost and the rent for the existing car park would be increased in line with market values.

Cllr Taylor had made some initial enquiries of Sellafeld Ltd and the NDA about support for the project and was waiting for a full response. The costs involved in the project were large and it would require commitment and support from local industry and principal authorities if it were to be achieved. It was agreed to continue discussions with SL and the NDA, and Cllr Gilmour offered to work with Cllr Taylor on this. Cllr Whiteside agreed to discuss the project with Cllr Southward to see whether CCC or the LEP could offer help and support. It would also be important to enlist the support of Trudy Harrison and Cllr Whiteside agreed to help facilitate a meeting in due course.

(c) Traffic Calming/Speedwatch

It was hoped to resume Speedwatch sessions in July.

(d) Priory Paddock Pond Project

The project was now at the stage of restocking the pond with native plants. It was proving difficult to source suitable plants and it was hoped to grow some from seed.

70/20 PLANNING**(a) New Planning Applications**

Since the last meeting there had been a small number of planning applications which had been dealt with under delegated authority. The comments which had been submitted on the following applications were noted:-

- 4/20/2109/0F1 & 4/20/2110/0L1 Rear extension (single storey), replacement of existing windows and front entrance door, replacement of existing concrete driveway and apron and proposed new wood stove flue - The Barn, High House Rd.
No objections as the plans seemed to have taken into account all the matters necessary to comply with its listed building status.
- Ref 4/20/2133/0F1 Alteration to roof to provide loft conversion – Overbeck, Sea Mill Lane
No objection
- Ref 4/20/2148/0F1 Single storey side extension- 15 Firth Drive
No objection
- Ref 4/20/2163/TPO Felling of holly tree within the conservation area - 3 Grindal Place
Objections raised to the application as the reasons given for the work were not in line with the agreed policy of only supporting such work where it is necessary for the health of the tree or where the tree poses a danger to people or property.

(b) Decisions by CBC

The following applications had been approved by CBC:

- 4/20/2059/TPO Crown raise one sycamore and fell one sycamore protected by TPO- 1 Fleatham Gardens
- 4/20/2053/0F1 Erection of wooden shed -St Bees School field
- 4/20/2063/0F1 Single storey rear extension - 1 Abbots Way
- 4/20/2060/0F1 Install motor vehicle barrier at entrance to caravan park – Seacote Park
- 4/20/2078/0F1 & 4/20/2079/0F1 Notification for prior approval of proposed change of use from agricultural building to dwelling house - Barns 1 & 2 Coneyside Farm, Couderton
- 4/20/2133 Alterations to roof to provide loft conversion – Overbeck, Sea Mill Lane
- 4/20/2109/0F1 Rear extension & other works – The Barn High House Rd
- 4/20/2110/0L1 Listed building consent for above application – The Barn, High House Rd

71/20 CLERK'S REPORT

The Clerk's report on on-going matters was received and noted. The contractor appointed to carry out work on the Wainwright wall and the office at the Village Hall had indicated that he hoped to carry out the work shortly. Discussions were still taking place with CBC about the increased charges for emptying litter bins.

72/20 CORRESPONDENCE

(a)Details had been received from Highways England of the preferred route for the dualling of the A66 from Scotch Corner to Penrith. Noted.

(b)Details had been received from CALC of weekly webinars organised by Climate Emergency UK to help create action plans to address/adapt to climate change emergencies. Noted.

(c)Details had been received of changes to bus services in Cumbria including social distancing requirements. Noted.

(d)An open letter to councillors had been received from the NALC Chairman thanking councils for all their work to help local communities during the coronavirus pandemic (previously circulated)

(e)Correspondence had been received from Cumbria Soaring Club seeking views on the resumption of paragliding following the relaxation of government restrictions. Following consultation with the Chairman & Vice-Chairman, a response had been sent by the Clerk raising no objections.

- (f)NALC had published a new Legal Topic Note on procurement. The new threshold figures under EU rules would be included in amendments to the Model Standing Orders to be published shortly. Noted.
- (g)A letter received from the Leader of CCC to all local councils thanking everyone for their response to the coronavirus pandemic (previously circulated).
- (h)An email had been received from MP’s office seeking information on issues relating to an influx of visitors after travel restrictions were relaxed. The Chairman had responded on behalf of the Parish Council.
- (i)Correspondence had been received from someone wanting to install a memorial bench at the beach. As there are already two memorial benches in the play area, the Clerk had agreed to pass on the request to CBC.
- (j)Correspondence had received from a resident enquiring about possible use of the Pinfold. It was noted that this is registered common land and could not be built on or developed without application to the Planning Inspectorate. The Pinfold also forms part of the heritage of the village and therefore it was agreed that the request should be refused.
- (k)NALC had published new guidelines on web-site accessibility. Noted
- (l)The Local Government Association had launched a consultation on a proposed new model Code of Conduct. It was agreed to include this on the agenda for the next meeting.

ITEMS FOR INFORMATION

- NALC Chief Executive’s Weekly Bulletins
- NALC Coronavirus updates
- Copeland Matters Coronavirus editions 1-6
- CBC Bereavement Services Newsletter
- Open Spaces E-zine May
- Police Egremont, Cleator Moor & Rural Edition May
- Action for Health & Mental Health Provider Bulletin
- Cumbria Arts & Culture Network: Covid 19 Newsletter
- Copeland Tourism Update
- The Hive Issue 16

73/20 ITEMS FOR INFORMATION/FUTURE AGENDAS

- (a)The Chairman had recently taken part in a telephone conference with CCC & CBC representatives and other members of the Resilience Group. Although government restrictions were gradually being eased, the volunteer support group would remain in place for the moment and would be able to help with any requests for help from people who were asked to self-isolate under the new Track & Trace system. He thanked Cllr Mellor for all the work which he had done in recent weeks to set up the group and co-ordinate its work.
- (b) Village in Bloom volunteers were continuing to maintain displays in the village, working within government guidelines. The planters were going up on the railings in Main Street for the usual displays. The efforts of the volunteers involved were much appreciated.
- (c) It was noted that the site of the former scout hut was looking untidy. The Clerk would investigate its ownership.

74/20 DATE & TIME OF NEXT MEETING

It was RESOLVED that the next Parish Council meeting would take place on MONDAY 20 JULY 2020 at 6.30pm. The arrangements would be confirmed nearer the time but it was likely that this would be a virtual meeting unless government advice changed.

Signed.....

Date.....