

**Minutes of the Meeting of St Bees Parish Council held on  
Monday 19 March 2018 at 6.30pm in the Village Hall**

**PRESENT:** Cllrs D Sim (in the Chair), P Argyle, N Bettinson, G Gilmour, J Haile, T Kelly, F Kennedy, J Lockie, J Mellor, D Millington, C Robson & the Clerk

**40/18 APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs H Monaghan and N Smart. Cllr Whiteside had also sent his apologies.

**41/18 DISPENSATIONS & DECLARATIONS OF INTEREST**

Cllr Kelly declared a non-pecuniary interest in matters on the agenda as a Trustee of St Bees School.

It was noted that the declarations of interests for all parish councillors were now on the parish web-site and original copies had been sent to the Monitoring Officer at CBC.

**42/18 PUBLIC PARTICIPATION**

There were no matters raised.

**43/18 MINUTES OF THE MEETING HELD ON 19 FEBRUARY 2018**

It was RESOLVED that the minutes of the meeting on 19 February 2018 be approved as a true record and signed by the Chairman.

**44/18 CCC & HIGHWAYS ISSUES**

It was noted that there had been no response from Cumbria Highways to Cllr Millington's email on the Parish Council's proposals for Abbey Rd. It was agreed to ask Cllr Whiteside to follow this up before the next meeting.

It was reported that there was a lot of plastic debris along the verges of the B5345 towards Whitehaven. The Clerk would report this to Highways and ask for this to be cleared.

The Chairman noted that there had been five separate incidents involving vehicles on Outrigg in the icy weather. In one incident the lamp post and school sign had been demolished. A CCC Highways team had been on the scene promptly and dealt with the situation until gritters were able to attend. Information had been posted on the Facebook page warning drivers to take extra care as the road is classified as a Priority 3 for gritting and all available CCC staff were engaged on gritting Priority 1 & 2 roads and dealing with the severe weather in other parts of the county.

**45/18 PLACARDS AROUND THE VILLAGE**

Further correspondence had been received from Mr D Brownrigg, the resident whose letter objecting to any sale of land for development by St Bees School had been reported at the last meeting. The text of the recent letters was read out at the meeting and councillors noted Mr Brownrigg's reasons for objecting to any sale of land by St Bees School.

It was RESOLVED that the letters be kept on file and considered along with the views of other residents, if specific proposals for development were put forward.

**46/18 ST BEES SCHOOL**

Cllr Kelly presented a report on behalf of the Trustees of St Bees School.

Refurbishment work was continuing and the School had held an Open Day for prospective pupils last week. A Commercial Manager had been appointed to ensure that income from letting of School facilities was maximised. It was agreed to invite the new Commercial Manager to a meeting of the Parish Council.

## 1123

Following the discussions which had taken place with Natural England and other stakeholders about the route of the Coastal Path, the Trustees and the Golf Club were now investigating the costs of changing the layout of the golf course as the preferred long term solution. However, the Trustees had recently received a letter from Natural England suggesting that they could not justify a temporary diversion of the path unless the permissive path along the cliff were closed. The Trustees would be writing to Natural England to seek further clarification.

### **47/18 FINANCE & RISK MANAGEMENT**

#### **(a) Financial Report**

The summary of accounts at 28 February was received together with the notes of the FRAG meeting held on 14 March (copy attached to the minutes). The income for 2017/18 was £48605, £1300 over the original budget figure. Invoices for play area repairs were still awaited but it was anticipated that expenditure for the year would be slightly below the budget of £48471. FRAG had also reviewed the risk register and proposed some amendments to take account of risks associated with the introduction of General Data Protection Regulations. It was RESOLVED that the amendments to the Risk Register be approved.

#### **(b) Donations**

A letter had been received at the last meeting from Citizens Advice Copeland explaining the service they provided and seeking financial support. It was RESOLVED that a donation of £200 be made from the 2018/19 budget.

#### **(c) Payments**

It was RESOLVED that the following payments be approved:

- Chq 002389 Water Plus Ltd – Allotment water charge Total £7.33
- Chq 002390 Water Plus Ltd – Water/wastewater to toilets Total £106.95
- Chq 002391 CBC – annual contribution to Rottington lights £ 240.00 + £48.00 VAT Total £288.00
- Chq 002392 J Donaldson – postage £6.72 & printer ink charge £11.66 + £2.33 VAT Total £20.71
- Chq 002393 J Donaldson – salary (net) March - £635.48
- Chq 002394 HMRC – PAYE Qtr 4 - £264.55
- Chq 002395 J Mellor – batteries for speed gun £5.38 + £1.08 VAT Total £6.46
- Thomas Milburn Property Ltd – toilet service March £583.33 + £116.67 VAT Total £700.00 (to be paid by SO)
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- **Payments since last meeting to report**
- Chq 002388 D Robinson – reimbursement for plants (VIB) £229.23 + £29.79 Total £259.02
- Answer 4 You – answering service March £8.80 + £1.76 VAT Total £10.56 (due to be paid by DD on 19 March)

### **48/18 GDF CONSULTATIONS**

The deadline for responses to the recently launched consultations was 19 April. The consultation documents were long and complex and there was discussion of how the Parish Council could formulate a response.

It was RESOLVED that a working group of Cllrs Sim, Gilmour and Smart would prepare a draft response for approval by the Council.

## **49/18 GENERAL DATA PROTECTION REGULATIONS**

Three councillors and the Clerk had attended a training session on the changes to data protection regulations which were due to be introduced in May. The principles of data protection would remain the same but the changes would have some implications for systems and document retention. As a public body the Parish Council would need to arrange for the appointment of a Data Protection Officer.

It was RESOLVED to set up a working group of Cllrs Gilmour, Lockie and Mellor and the Clerk to prepare for the changes and advise the Parish Council.

It was further RESOLVED to write to CBC to ask whether it was able to offer a DPO service to local parish councils.

## **50/18 PROJECT REPORTS**

### **(a) Beach Regeneration**

Written guidelines had been prepared for the volunteer play inspections and new volunteers would be accompanied by an experienced volunteer on their first inspections. Cllr Lockie had agreed to take over the role of co-ordinating inspections.

A report was received on the redecoration required at the beach toilets. Repainting was needed both internally and externally. The contract for cleaning and maintaining the toilets included provision for remedial work to be done and billed separately. It was agreed to ask Mr Milburn whether this was work which his staff could undertake and what the cost would be.

The Samaritans had asked whether a sign with their telephone number could be put at the beach toilets. It was agreed that the sign could be put up.

### **(b) Traffic Calming/Speedwatch**

A reply had been received from Dr Weston of Sellafield Ltd. She had taken steps to ensure that buses travelling between sites did not use the B5345 and she was continuing to discourage contractors from using routes through St Bees. She acknowledged the Parish Council's concerns about the Travel Plan and the impact on site evacuation/emergency arrangements and confirmed that emergency evacuation arrangements were being reviewed.

Following correspondence from a local resident, Cllr Millington had contacted Cumbria Highways about changes to road markings on Outrigg which had been agreed some time ago but which had not been implemented. No reply had yet been received but it was agreed to ask Cllr Whiteside to follow this up before the next meeting.

Speedwatch sessions were being held regularly. It had been observed that fewer Shepley vans were travelling through the village.

### **(c) Community Events**

Cllr Kennedy would liaise with Cllr Robson on plans for the commemoration of the end of WW1 in November.

### **(d) Tree Planting**

The final stage of the Nu-Gen Green Grant project at the Adams Ground had been completed with volunteers planting the remaining trees/shrubs.

### **(e) St Bees – Whitehaven Cycle Track**

There was no progress to report.

### **(f) Priory Paddock Pond Project**

There was no further progress to report.

**(g) Public Access Defibrillators**

One of the defibrillators had been installed on the wall of the beach toilets and was now operational. Cllr Argyle reported that a training session had taken place at the Seacote Hotel on 15 March attended by staff from the beach café, hotel and caravan park to demonstrate how the defibrillator could be used. Councillors expressed thanks to Tom Milburn for helping to arrange installation of the equipment and for offering the use of a room at the hotel for the training event. It was planned to put up some signage near the defibrillator and to arrange some further publicity.

A local resident had offered to allow the second defibrillator to be installed on the wall of his property where it would be convenient for locations towards the top of the village. It was agreed that this would be an ideal location and the Chairman would discuss arrangements with the resident concerned. A further training session would then be arranged.

**(h) Station Car Park Extension**

A response was still awaited from Network Rail.

**51/18 REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES**

Cllr Smart had provided a written report on the recent Three Tier Meeting which was received and noted.

The Chairman reported on the meeting of the Sellafield Parish Liaison Forum. Buses were now running from various towns to the site, reducing the volume of traffic and easing parking issues. There were no plans to introduce a park & ride service from St Bees but parish representatives encouraged Sellafield Ltd to consult local councils when planning new services. There had also been discussion of planned developments by Sellafield in the coming 10 years.

**52/18 VILLAGE IN BLOOM COMMITTEE**

The draft minutes of the meeting of the Village in Bloom Committee on 19 February were received and noted.

**53/18 PLANNING****(a) New Planning Applications**

The Planning Advisory Group reported on the following applications received for comment:

Ref 4/18/2087/TPO Works to trees protected by a Tree Preservation Order  
Fleatham House, High House Rd, St Bees

It was noted that a report from an arboriculturalist had been provided with the application. It was RESOLVED that there were no objections to the application provided that CBC's own tree specialist was satisfied that the work was necessary.

Ref 4/18/2115 /0F1 Installation of raised decking, complete with adjacent fencing and steps to provide levelling to graded rear garden  
Arenisca, Fleatham Farm, High House Rd, St Bees

It was RESOLVED that there were no objections to this application

**(b) Applications approved:**

The following applications had been approved by CBC:

4/17/2434/0F1 Alteration & Extension – 4 Abbey Farm St Bees

4/18/2032/TPO Felling & removal of lime tree within conservation area – Croft House, High House Rd, St Bees

**(c) Other Planning Matters**

No further update had been received from CBC on the current situation with the unauthorised works to the rear of 4 Blythe Place. However, it was noted that the fence alongside Nethertown Road had been lowered to its original height.

**54/18 CLERK'S REPORT**

The Clerk's report was received and noted. It was also noted that CALC was seeking expressions of interest in two training courses on aspects of the planning system. It was agreed that the council might be interested in booking one or two places on the courses depending on the date and location.

**55/18 CBC MATTERS**

Cllr Hill had provided regular updates on various issues which had been circulated to councillors by email. The responses to the consultation on Local Government Boundary Commission review of ward boundaries had now been published on the LGBC web-site. The new kerbside recycling scheme would begin on 16 April. New boxes being delivered to households across Copeland ready for the introduction of the new scheme. Lids for the boxes were to be made available free of charge.

**56/18 REPORT FROM COMMUNITY POLICE OFFICER**

The report of logs during January and February was received and noted.

**57/18 CORRESPONDENCE**

- (a) A local resident had provided a copy of his email to the CBC Ward Councillor and County Councillor requesting urgent action to repair pot-holes on the B5345. A copy had been sent to the Highways Network Manager.
- (b) CALC had forwarded details of help available from ACT in formulating emergency plans for local communities. Noted.
- (c) NALC had produced a Data Protection Toolkit to help local councils prepare for the introduction of the new General Data Protection Regulations. Noted.
- (d) Details had been received of the 2018 Cumbria in Bloom competitions. A copy had been passed to the VIB Committee.
- (e) An email had been received from the organisers of the 2018 St Begas Ultra to take place on Sun 27 May. The route will be the same as last year finishing at 20.00hs at St Bees School. Noted.
- (f) United Utilities had published its Draft Water Resources Management Plan 2019. Copies of the document were available on the United Utilities web-site. The deadline for comment was 25 May. Noted.
- (g) Two letters (dated 14 & 17 March) had been received from Mr D Brownrigg, responding to the Parish Council's letter of 23 February and re-stating his objections to any development of land by St Bees School. The letters were considered under the item 'Placards Around the Village' earlier in the meeting (see minute 45/18).

**ITEMS FOR INFORMATION**

- ACT Gazette – Spring 2018
- Open Space – Spring 2018
- MP's E -Newsletter
- CALC Circular March 2018

**58/18 ITEMS FOR INFORMATION**

(a)The next meeting of the Arts Society would take place on Wed 21 March with a lecture by Ross King on Monet and the Water Lilies.

(b) It was noted that the Village School had been rated as ‘Good’ after a recent OFSTED inspection. It was agreed to write to the school to offer the Parish Councils congratulations.

**59/18 DATE & TIME OF NEXT MEETING**

It was RESOLVED that the next meeting take place on MONDAY 16 APRIL 2018 at 6.30pm in the Village Hall.

Signed.....

Date.....