

1200

**Minutes of the Annual Meeting of St Bees Parish Council held on  
Monday 20 May 2019 at 7.15pm in the Village Hall**

**PRESENT:** Cllrs D Sim, P Argyle, N Bettinson, G Gilmour, C Hale, J Lockie, H Monaghan & the Clerk

In attendance: Mr A Oldham, Internal Auditor  
Cllr C Whiteside (County Councillor for Egremont North/St Bees)

Also present: 1 member of the public

**81/19 ELECTION OF CHAIRMAN & VICE-CHAIRMAN**

(a) Nominations were sought for the office of Chairman for the coming year.

It was RESOLVED that Cllr Sim be elected as Chairman for the coming year (proposed by Cllr Monaghan, seconded by Cllr Gilmour).

(b) Nominations were sought for the office of Vice Chairman for the coming year.

It was RESOLVED that Cllr Gilmour be elected as Vice Chairman for the coming year (proposed by Cllr Monaghan, seconded by Cllr Bettinson).

**82/19 APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllrs F Kennedy, J Mellor, D Millington, A Linton & C Robson.

Cllr Jeff Hailes, the newly elected Ward Councillor for St Bees, had also sent his apologies due to work commitments.

**83/19 CHAIRMAN'S OPENING REMARKS**

The Chairman welcomed everyone to the first meeting since the recent elections. It was noted that Cllrs Robson and Linton were unable to attend the meeting because of family issues.

It was RESOLVED that Cllrs Robson & Linton be allowed to sign their Declaration of Acceptance of Office after the meeting.

Twelve of the fourteen seats on the parish council had been filled at the election, leaving two seats to be filled by co-option.

It was RESOLVED to advertise the vacancies in the parish magazine and on the noticeboards seeking expressions of interest before the June meeting.

**84/19 DISPENSATIONS & DECLARATIONS OF INTEREST**

There were no declarations of interest.

**85/19 PUBLIC PARTICIPATION**

A member of the public had raised concerns about the yellow, acrid smoke coming from the two chimneys at Stonehouse Farm. This was a frequent occurrence and made it unpleasant for nearby residents to spend time in their gardens.

It was RESOLVED to contact the owners of Stonehouse Farm about the problem.

**86/19 MINUTES OF THE MEETING HELD ON 15 APRIL 2019**

It was RESOLVED that the minutes of the meeting on 15 April be approved and signed by the Chairman.

**87/19 GENERAL POWER OF COMPETENCE**

At the first meeting following the 4 yearly elections the Parish Council was required to confirm that it continued to meet the criteria to adopt the General Power of Competence. The two criteria were that the Clerk held a recognised qualification and that at least two-thirds of the seats had been filled at the recent elections.

It was RESOLVED that the Parish Council met both qualifying criteria and would adopt the General Power of Competence.

**88/19 FINANCE & RISK MANAGEMENT****(a) Internal Audit Report**

Mr Oldham presented his internal audit for 2018/19 which had focussed on the updating of Standing Orders and budget setting. He had made some suggestions to help the Parish Council with its budgeting process. Mr Oldham explained that he would not be able to continue as Internal Auditor next year due to other commitments.

The Chairman thanked Mr Oldham for undertaking this role on an unpaid basis for the last eight years, helping the council to improve its financial procedures.

**(b) Asset Register**

The Asset Register at 31 March 2019 was received and noted.

**(c) Annual Governance Statement**

The assurances required in the Annual Governance Statement were considered and it was agreed that affirmative answers could be given in all cases.

It was RESOLVED that the Annual Governance Statement be agreed 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 for 2018/19 had also been circulated with a summary of funds carried over to 2019/20.

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

**(e) Appointment of Internal Auditor for 2019/20**

As Mr Oldham had indicated that he was not able to continue as Internal Auditor, it would be necessary to make alternative arrangements. It was agreed to advertise the role in the parish magazine and to defer appointment of an Internal Auditor to a future meeting.

**(f) Insurance**

Last year the Parish Council had entered into a three year Long Term Arrangement with Zurich.

It was RESOLVED to continue with the policy for 2019/20 at a premium of £1126.06.

**(g) Bank Mandate**

It was RESOLVED that the cheque signatories for 2019/20 would be Cllrs Millington, Sim, Kennedy, Monaghan, Argyle and the Clerk.

**(h) Financial Report for April 2019**

A summary of the accounts at 30 April 2019 was received and noted. The precept had been received in full from CBC at the end of the month.

It was RESOLVED to approve a transfer of £34,000 from the current to reserve account.

**(g) Payments**

It was RESOLVED that the following payments be approved:

- Chq 002527 CBC – play area repairs £334.77 + £66.95 VAT Total £401.72
- Chq 002528 Zurich Municipal – annual insurance premium Total £1126.06
- Chq 002529 Egremont Town Council –annual contribution to Lengthsman Scheme Total £1315.46
- Chq 002530 P Argyle – reimbursement for presentation items £69.87 + £13.63 VAT Total £83.50
- Chq 002531 J Mellor – reimbursement for speed gun batteries £5.83 + £1.17 VAT Total £7.00
- Chq 002532 J Donaldson -reimbursement for printer ink and postage £16.78 + £1.33 VAT Total £18.11
- Chq 002533 J Donaldson– May salary Total £659.82
- Thomas Milburn Property Ltd – toilet service May £583.33 + £116.67 VAT Total £700.00

**Payments since last meeting to report**

- Chq 002524 Npower – electricity to beach toilets Total £13.23 + £0.66 VAT Total £13.89
- Chq 002525 CBC – play area inspections Qtr 1 £329.09 + £65.82 VAT Total £394.91
- Chq 002526 D Robinson- reimbursement for plants (VIB) £137.42 + £27.49 VAT Total £164.91
- Answer 4 You – answering service £8.80 + £1.76 VAT Total £10.56 ( paid by DD on 17/5/19)

**89/19 APPOINTMENT OF COMMITTEES/ ADVISORY GROUPS AND REPRESENTATIVES TO OUTSIDE BODIES**

It was RESOLVED that the membership of committees and advisory groups for the coming year would be as follows:

Beach Regeneration Committee	D Sim, P Argyle, F Kennedy, C Robson & community reps
Allotment Committee	F Kennedy, N Bettinson, P Argyle
Traffic Calming Committee	D Millington, D Sim, F Kennedy, J Mellor, H Monaghan & community reps
Village in Bloom	G Gilmour & community members
Planning Advisory Group	G Gilmour, F Kennedy, P Argyle, H Monaghan
FRAG	D Sim, F Kennedy, J Lockie, C Hale
Beach Toilets	C Robson, N Bettinson, P Argyle, H Monaghan
Cycle Track Project Group	D Sim + additional representatives yet to be appointed
Data Protection Working Group	G Gilmour, J Lockie, J Mellor

It was further RESOLVED that the following representatives be appointed to outside bodies:

Adams Recreation Ground Committee	F Kennedy
Shepards & Whitehead Charity	N Bettinson
Friends of the Priory	N Bettinson
West Copeland Partnership	G Gilmour
Village Hall Committee	F Kennedy, J Mellor
Village School	F Kennedy
West Cumbria Sites Stakeholder Group	D Sim (deputy G Gilmour)

**89/19 LEAD RESPONSIBILITIES**

It was RESOLVED that lead responsibilities for 2019/20 would be as follows:

Nuclear Issues	G Gilmour
Commons	D Sim
Footpaths	C Robson/C Hale
Web-site	D Sim
Priory Paddock	N Bettinson
Media relations	C Robson
Speedwatch co-ordinator	J Mellor
Play area inspection co-ordinator	J Lockie
Station car park extension	D Millington
Tree Planting	N Bettinson

**90/19 CCC & HIGHWAYS MATTERS**

Cllr Whiteside reported that the Order necessary to provide the additional double yellow lines around the Fleatham Croft/High House Rd junction and the Main Street/Seacroft Drive junction was now in hand. The issues on Outrigger had been referred to the CRASH group and some enforcement action had taken place.

Plans for improvement of the Moor Row and Linethwaite junctions on the A595 were moving ahead slowly. It was expected that the results of the consultation on a possible new relief road would be published this summer.

The Local Committee would be meeting this week to approve the Highways revenue budget and the capital programme would be approved at the following meeting. Cllr Whiteside would continue to press for the schemes for enhanced gateway features to be included in the programme of work.

Councillors asked whether funding could be found to complete the resurfacing of the B5345 as the section from the Priory entrance to Station Rd had not been included in the work which was done a few months ago. Cllr Whiteside agreed to pass on the request to Highways officers.

Cllr Whiteside confirmed that facilitation of the proposed cycle track was part of the Section 106 agreement being negotiated with West Cumbria Mining.

**91/19 CBC MATTERS**

The Chairman reported that he had recently had a meeting with Cllr Hailes to discuss the various projects which the Parish Council was currently taking forward.

**92/19 ANTI-SOCIAL BEHAVIOUR**

The concerns expressed by residents had been discussed at some length during the Annual Parish Meeting earlier in the evening. Cllr Hailes had reported that this was one of the main issues which had been raised with him during canvassing for the recent election.

A letter had been sent to the licensees of the public houses in the centre of the village as agreed at the last meeting but no response had been received.

It was agreed to monitor the situation and to continue to liaise with Cllr Hailes.

**93/19 PROJECT REPORTS****(a) Beach Regeneration**

The refurbishment of the beach toilets was now complete. The new splashbacks had been fitted and the workmanship was excellent. It was hoped to begin redecoration of the disabled toilet shortly.

A new volunteer had come forward to join the play area inspection team. The repair to the zip wire had been completed but it was noted that the gate to the toddler area was still awaiting repair. The Clerk would contact CBC to ask for the repair to be completed as soon as possible.

It was noted that the grass around the lifeboat station was not being cut regularly and the area was looking untidy.

It was RESOLVED to ask Works 4 You to include this area in the monthly grasscutting schedule.

**(b) Community Events**

Cllr Hale reported that the first CPR/defibrillator course had gone well. Names were now being taken for a second course planned for Wed 5 June. Further courses would be organised if there was demand. It was agreed to ask the Village School to publicise the training sessions among parents.

**(c) Base for Village in Bloom**

Cllr Gilmour reported on discussions with St Bees School about the possibility of creating a new base for Village in Bloom on land owned by the school. The Bursar and his staff had been very helpful and discussions were continuing about a site behind Barony House. The Clerk would check whether any planning consent would be required.

It was noted that a group of volunteers had come forward to take over responsibility for the floral displays on the railings on Main Street.

**(d) Tree Planting /Priory Paddock Pond**

The reception class at the Village School would be paying a visit to Priory Paddock shortly.

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

The next stage in the project was to await the details of the Sec 106 agreement which CCC was negotiating with West Cumbria Mining.

It was noted that there had been no reply from Sustrans to the request for better signage on the cycle track at Linethwaite. The Clerk would follow this up.

**(f) Station Car Park Extension**

Details of the project had been sent to CBC to seek help from the Parking Study Group in progressing discussions with Network Rail.

**94/19 REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES**

CLlr Gilmour reported on the recent meeting of the West Cumbria Sites Stakeholder Group and the last meeting of West Copeland Partnership. Many of the problems reported by parishes were similar including pressures on street parking as Sellafield commuters parked cars before travelling into the site on bus or by car share. It was noted that the four parishes involved had confirmed their commitment to the West Copeland Lengthsman Scheme.

**95/19 CLERK'S REPORT**

The Clerk's report was received and noted. The need for more frequent emptying of the litter bin at the Outrigg play area was discussed.

It was RESOLVED to ask CBC to empty the bin on a fortnightly rather than monthly basis.

**96/19 PLANNING****(a) New Planning Applications**

The Planning Advisory Group reported on three applications received for comment:-

- Ref 4/19/2145/0F1 Installation of PV panels on existing shed roof & main house  
Scoulers House, 2 Fleatham Gardens, High House Rd, St Bees

It was RESOLVED that there were no objections to this application.

- Ref 4/19/2149/0F1 Alteration & extension for kitchen & dining room  
29 Seacroft Drive, St Bees

It was RESOLVED that there were no objections to this application.

- Ref 4/19/9002 Section 73 application to vary condition 2 of planning permission  
4/15/9001 to allow a revised scheme of working & progressive  
restoration & minor amendments to the final restoration plan  
Birkhams Quarry, Sandwith, Whitehaven

It was RESOLVED that there were no objections to this application.

**(b) Applications approved by CBC**

The following applications had been approved by CBC since the last meeting:-

- 4/19/2099/0N1 Notice of Intention for construction of a stone track – Abbey Wood St Bees
- 4/19/2094/TPO Cutting back of 3 overhanging branches of sycamore tree protected by TPO –  
1, The Crofts, St Bees
- 4/19/2054/0F1 Single storey extension with balcony above – Ocean Croft, Sea Mill Lane,  
St Bees
- 4/19/2111/TPO Works to various trees within the conservation area – Highcroft House, St Bees

**(c) Other Planning Matters**

It was noted that the Parish Council had not received any details of application 4/19/2099/0N1 Notice of Intention for the construction of a stone track at Abbey Wood. The Clerk had requested a copy of the plan for information.

It was noted that work had begun on the external works at Lonsdale Terrace and several trees had been felled. Although the plans submitted with the original application had shown details of possible further development behind Finkle Street, the approval by CBC was only for the work associated with the sub-division of the Terrace into individual dwellings and the creation of parking space associated with it.

**97/19 CORRESPONDENCE**

- (a) Correspondence had been received from the Planning Inspectorate about arrangements for the Inquiry into the objection to the diversion of the footpath to Sea Mill. It was RESOLVED to send a representative to the hearing.
- (b) An update had been received from Healthwatch Cumbria covering various developments in local health services. This had been circulated to councillors by email.
- (c) Details had been received from N Cumbria University Hospitals NHS Trust of the consultation on its proposed merger with Cumbria Partnership NHS Foundation Trust. The link to the consultation documents had been circulated by email.
- (d) An email had been received from Scope seeking sites to install a clothes bank to raise funds for their charity. It was agreed that the Parish Council did not own any suitable sites.
- (e) Minutes had been received of the meeting of the Colourful Coast Partners on 21 March, including details of the 10 year landscape vision for the area. Noted.
- (e) Notes had been received of the Three Tier Meeting on 27 March. Noted.
- (f) Details had been received of the CALC summer conference to be held on Sat 22 June at the Stoneybeck Inn, Penrith. Noted.
- (g) Details had been received from Friends of the Lake District of a sponsored walk across Morecambe Bay on Sat 27 July. Noted.
- (h) ACT had provided details of a Community Buildings Event on 20 June at Santon Village Hall. Details had been passed to the Village Hall Committee.
- (i) An email had been received from Jamie Normington of Cumbria Wildlife Trust providing details of his sponsored Coast to Coast Walk and a free family event he is organising at The Gather, Ennerdale on 3 June. Noted

**ITEMS FOR INFORMATION**

- Copeland Matters May
- Cumbria Action for Health Network Bulletin 16 & 30 April
- NALC Chief Executive’s Bulletin 16 April & 4 May
- Whitehaven Town Council Events Programme 2019
- Solway Firth Partnership Newsletter
- CALC Newsletter May
- Conserving Lakeland Spring/Summer 2019 (Friends of the Lake District)
- Full Circle Newsetter 34 (St Bees School)

**98/19 ITEMS FOR INFORMATION**

No items were reported.

**99/19 MEETING CALENDAR**

It was RESOLVED that meetings continue to take place on the 3<sup>rd</sup> Monday of each month (excluding August). The next meeting would take place on MONDAY 17 JUNE at 6.30pm in the Village Hall.

Signed.....

Date.....