

**Minutes of the Meeting of St Bees Parish Council held on
Monday 15 October 2018 at 6.30pm in the Village Hall**

PRESENT: Cllr D Sim (in the Chair), P Argyle, N Bettinson, J Haile, T Kelly, F Kennedy, J Lockie,
J Mellor, H Monaghan, C Robson & the Clerk

In attendance: Cllr C Whiteside, County Councillor Egremont North/St Bees
Mr K Dowber, First Responder

161/18 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs G Gilmour, D Millington, M Riley, and N Smart

162/18 DISPENSATIONS & DECLARATIONS OF INTEREST

Cllr Bettinson declared an interest in agenda item 7c (Donations) as the Council's representative to the Friends of the Priory.

163/18 PUBLIC PARTICIPATION

No issues were raised.

164/18 MINUTES OF THE MEETING HELD ON 17 SEPTEMBER

It was RESOLVED that the minutes of the meeting on 17 September be approved and signed by the Chairman subject to an amendment to min 149/18(d) to read 'There were no plans for further planting apart from the trees to be planted to commemorate the re-opening of St Bees School.'

165/18 PROJECTS & EVENTS – DEFIBRILLATORS

It was RESOLVED to bring forward this item on the agenda.

The Chairman welcomed Mr Dowber, a First Responder, to the meeting and explained the current situation with the Parish Council's project to provide public access defibrillators in the village. One defibrillator was now installed at the beach toilets and it was planned to install the second defibrillator at the top of Sea Mill Lane shortly. Mr Dowber then explained that in his capacity as a First Responder he had been in contact with NW Ambulance Service which had facilitated the donation of another defibrillator for the village and it was hoped that this could be housed in the phone box by the station which was now redundant. Negotiations between the parties involved had become complex and the ownership of the phone box needed to be transferred to a formally constituted body such as a local council, if the project was to proceed.

It was agreed that public access defibrillators were an important asset for the village. Mr Dowber confirmed that he would be prepared to assist the Parish Council in making the necessary arrangements and would help with inspection and maintenance of the equipment if the Parish Council agreed to assume responsibility for the phone box and installation of the equipment. The costs and potential liabilities were discussed. The defibrillator would be donated free of charge and the necessary electrical supply was in place. The main costs would be repairs to the phone box itself and the costs of installing the equipment which were unlikely to be substantial. The equipment could be added to the council's insurance. Mr Dowber also offered to provide training for members of the community once the defibrillators were in place.

It was RESOLVED that the Parish Council accept ownership of the telephone box and responsibility for progressing the project and take up the offer of assistance from Mr Dowber in the inspection and maintenance of the equipment.

Mr Dowber then left the meeting.

166/18 CCC & HIGHWAYS ISSUES

Cllr Whiteside provided a progress report on the various highways issues discussed at the last meeting. The warning signs for Abbey Rd had been ordered and possible locations for the signs were being identified. Whilst CCC officers had recommended that improvements to pedestrian safety should be made a condition of the new development on Abbey Rd, this had not been included in the planning consent. Discussions with the developer might be an alternative way forward.

The Traffic Engineer had been asked to look at progressing the proposal to put double yellow lines around the junction of High House Rd/Fleatham Croft and she would also be looking at the extension of the yellow lines to prevent vehicles parking on the junction of Main St/Seacroft Drive as agreed some time ago.

Cllr Whiteside would be speaking to Cllr Hill on the subject of pedestrian safety on the bends by the School and Priory as it was clear that there was no right of access to use the School grounds other than the public footpath along Wood Lane.

Cllr Whiteside had taken up the issue of the delay in reinstating the street lights on Station Rd and had spoken to officers concerned. An order had been placed with Electricity North West for the supply to be connected and he would continue to press for this to be done as soon as possible.

County Councillors had been asked to suggest areas where parking enforcement was required and Cllr Whiteside had requested more attention to the area by the Village School entrance on Outrigg.

The budget for highways improvements in 2019/2020 would be set in the coming weeks and Cllr Whiteside would press for funding to be allocated for enhanced gateway features in St Bees and an extension of the pavement on Outrigg.

There was discussion of two recent incidents when the village had been gridlocked as vehicles were diverted away from accidents on the A595. Councillors asked whether there was contingency planning in place for incidents of this type as the roads in St Bees were totally unsuitable for HGVs. Cllr Whiteside was unsure whether any emergency plans were available in the public domain but he would discuss this with the Highways Manager. There was liaison between highways staff and police but the police were the lead authority in these cases. The road network in this area was such that suitable diversion routes were often not available. It was suggested that segregation of traffic might be the best solution with light traffic using local diversion routes and heavy traffic being held until the incident was cleared.

It was RESOLVED to write to the Police & Crime Commissioner about the apparent lack of contingency planning.

Cllr Whiteside then left the meeting.

167/18 ST BEES SCHOOL – TRUSTEE BOARD REPORT

Cllr Kelly declared an interest as a Trustee of St Bees School.

Cllr Kelly reported that the School would be holding an Open Day on 24 November and was offering assessment days which would be open to all and not limited to those thinking of enrolling their child at the School.

Councillors asked about the current situation with the cliff top path. Cllr Kelly explained that the alternative route from the second kissing gate had been agreed. Natural England were responsible for progressing the plans but it was expected that the diversion would be in place in the next few weeks.

168/18 FINANCE & RISK MANAGEMENT

(a) Financial Report

The summary of accounts at 30 September was received together with the notes of the FRAG meeting on 10 October (copies attached to the minutes).

Cllr Kelly outlined the main points of the qtr 2 review of income/expenditure against budget. The budget for Fees & Subscriptions showed a significant underspend due to the delay in progressing the leases for the Village Hall. It was still expected that this expenditure would fall in the current financial year so it was not proposed to vire funds to another budget. The Projects & Events budget was underspent as projects had not progressed as had been anticipated at the time the budget was set. It had previously been agreed to use some funds from the Beach Regeneration budget to fund office repairs and funds could also be vired to pay for defibrillator installation costs or other community events.

The recommendations in the recent RoSPA reports on the two play areas had also been discussed by FRAG. No high risk issues had been identified but there were a number of recommendations for work on ground surfaces as well as work on the see saw at the Outrigg play area.

It was RESOLVED to obtain a quotation from CBC for carrying out the work recommended in the report.

FRAG had also reviewed the risk register. No new risks had been identified but it was recommended that the risks associated with the introduction of GDPR should be downgraded to reflect progress with new policies and procedures.

It was RESOLVED that the amendments to the risk register be approved.

The condition of the ramp at the main beach had been discussed by FRAG. Whilst this was not a PC asset but was owned by CBC, there was concern about its state of repair. The ramp was used not only by the lifeboat but also by members of the public to launch boats, by the beach monitoring vehicle and it provided the only disabled access to the beach.

It was RESOLVED to write to CBC to request repairs to the ramp.

(b) Review of Standing Orders

The current Standing Orders had been reviewed in light of the new Model Standing Orders produced by NALC. Most of the changes proposed reflected new legislation on recording of meetings, use of email, introduction of GDPR and changes in the rules for letting public contracts. It was noted that the Model referred to Financial Regs being reviewed annually but it was the Council's current practice to do this on a two yearly basis.

It was RESOLVED that the proposed amendments be accepted and that the current practice of reviewing Financial Regulations every two years remain unchanged.

(c) Donations

It had been agreed to bring forward allocation of the donations budget to this meeting and an invitation to submit requests for donations had been included in the parish magazine. There were separate budget allocations for contributions to the parish magazine, Village Hall and British Legion.

It was RESOLVED that the following donations be made:

- St Bees Over 60s – contribution to their activities and to encourage increased membership £100
- Great North Air Ambulance – contribution to on-going running costs of the service £100
- RNLI – contribution to the local service £100
- Friends of the Priory – contribution to activities in support of the Priory £50
- Furness Line Action Group – to support work on improving and publicising the coastal rail line £40

(d) Payments

It was RESOLVED that the following payments be approved:

- Chq no 002558 CBC – Play area inspections qtr 3 £319.50 + £63.90 VAT Total £383.40
- Chq no 002559 CBC – Emptying litter bins qtr 3 £271.70 + £54.34 VAT Total £326.04
- Chq no 002560 J Donaldson - printer ink charge Sept £6.66 +£1.33 VAT, postage £6.96, reimbursement for refreshments for Meet the PC/ WW1 events £35.34 + £6.00 VAT Total £56.29
- Chq no 002561 J Donaldson – salary (net) Oct- £648.46
- Chq 002562 Works 4 You Ltd – grasscutting Sept + materials for installation of seat £383.68 + £76.74 VAT Total £460.42
- Thomas Milburn Property Ltd -toilet service (Oct) £583.33 + £116.67 VAT Total £700.00 (to be paid by SO)

Payments since last meeting to report

- Chq 002554 L J Kyles - repairs to office Total £193.41
- Chq 002555 Works 4 You Ltd – grasscutting Aug & work at allotments £349.00 + £69.80 VAT Total £418.80
- Chq 002556 Npower – electricity to toilets £55.00 + £2.75 VAT Total £57.75
- Chq 002557 Glasdon UK Ltd – seat £488.91 + £97.78 VAT Total £586.69
- Answer 4 You – answering service £8.80 + £1.76 VAT Total £10.56 (to be paid by DD on 17 October)

169/18 OFFICE REPAIRS

The Chairman reported that repairs were well underway to refurbish the office used by the Parish Council to store records etc. An order had been placed for work to the windows.

170/18 PROJECT REPORTS**(a) Beach Regeneration**

The new seat which had been donated was now installed at the play area. The new spring for the dolphin had been ordered and would be fitted by CBC staff.

The external painting of the toilets was complete and it would be convenient to carry out internal repainting over the winter months when the beach was not as busy. It was agreed to seek estimates for the work.

There had been no further news from CBC on whether they were planning to carry out repairs to the roof of the beach shelter. The Clerk was asked to follow this up as it was hoped to put up new displays in the shelter once repairs were complete.

It was also suggested that bike racks could be installed near the toilets subject to agreement from CBC. The Clerk would investigate the costs.

(b) Traffic Calming/Speedwatch

Speedwatch sessions were continuing and it was hoped to have the gun recalibrated in December.

(c) Community Events

Planning was continuing for events to mark the centenary of the ending of WW1. A programme was being produced listing all the activities planned in the days before/after Remembrance Sunday and full details would be published in the parish magazine. There would be the traditional wreath laying and Service of Remembrance on Sunday 11 November and a series of other events were planned in the preceding week including readings of war poetry every hour each day in the Priory, wooden crosses to remember those from the School and village who lost their lives, performance of a play written by Gus Kennedy and a lecture by Anthony Payne. The bell ringers were making plans to mark the centenary and a lecture by Charm Robson on art from WW1 would take place the following week.

It was agreed that the Chairman would lay the wreath on behalf of the Parish Council.

The Meet the Parish Council event had gone well, although attendance was slightly lower than last year. However, it was felt to have been a useful way of publicising the council's work.

(d) Tree Planting

There were no plans for further planting apart from the row of trees to be planted to commemorate the re-opening of St Bees School.

(e) St Bees – Whitehaven Cycle Track

There was no further progress to report in light of the delay with a decision on the planning application from West Cumbria Mining. However, it was hoped to hold a meeting of the project group shortly.

(f) Priory Paddock Pond Project

Work was continuing to fully eradicate the invasive species before further work could be done.

(g) Station Car Park Extension

There had been no further correspondence from Network Rail since the last meeting. Consideration would be given to how best to press for greater co-operation from Network Rail.

171/18 WEST COPELAND PARTNERSHIP

The notes of the meeting on Monday 24 September were received and noted. It had been agreed that the Partnership should continue to meet and Cllr Gilmour had indicated that he would be available to represent St Bees PC at the next meeting on 26 November.

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It was noted that CBC was consulting on plans for public realm improvements in Egremont Market Place as part of the Town Centre Regeneration Project. The plans included pedestrianisation of the area around the war memorial with a consequent loss of parking spaces. It was felt that this would have a detrimental effect on businesses in that area and would do nothing to help the regeneration of the town. It was RESOLVED that these comments be passed on to CBC.

172/18 REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

No meetings had taken place.

173/18 PLANNING

(a) New Planning Applications

The Planning Advisory Group reported on the following application which had been received for consideration since the last meeting:

Ref Ref 4/18/2415/TPO Felling of two sycamore & one ash tree protected by a TPO
1 Fleatham Gardens, High House Rd, St Bees

It was RESOLVED to object to the felling of the trees on the grounds that the trees were of landscape importance.

(b) Applications approved by CBC:

- 4/18/2290/0F1 Proposed detached dwelling – Fleatham Farm
- 4/18/2366/0F1 Create parking space in garden and replace wall – 2 Grindal Place

It was also noted that application ref 4/18/2346/0F1 Conversion of Barn to dwelling – 116A Main Street had been withdrawn.

174/18 CLERK'S REPORT

The Clerk's report on on-going matters was received and noted. A local resident had drawn attention to the amount of litter being deposited at the start of the cycle track close to the A595/Linethwaite junction. The path was well used by cyclists and dog walkers but there was no bin in the area. It was agreed to ask CBC whether they would provide a bin close to this location.

175/18 CBC ISSUES

Cllr Hill had provided a number of updates on CBC activities which had been circulated to councillors by email. It was noted that CBC had confirmed that the charge for an uncontested parish council in May 2019 would remain at £80. The costs for a contested election would vary according to the number of polling stations.

176/18 REPORT FROM COMMUNITY POLICE OFFICER

No report had been received.

177/18 CORRESPONDENCE

(a) Details had been received from CCC of free training sessions on Suicide Alertness. A number of sessions were being organised across the county. Details were available from the Clerk. Noted.

(b) An invitation had been received to the AGM of West Cumbria Bus Users Group on 9 October and this had been circulated to councillors by email.

(c) An email had been received from a local resident about parking/safety issues on Seacroft Drive. The Clerk and Cllr Millington had responded. Noted.

(d) An invitation had been received to ACT AGM and Neighbourliness Works Launch on Fri 19 October. Noted.

(e) Details had been received from CBC of an extension to the deadline for consultation on the four town centre regeneration schemes. The details had been previously circulated.

(f) CALC was looking for a trainer to provide sessions on chairing meetings. Details were available from the Clerk. Noted.

(g) An email had been received from the Environment Agency detailing progress with the review of Sellafield Ltd's permits. Noted.

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(h)Details had been received of the CALC AGM to take place on Sat 10 November in Newbiggin Village Hall. Noted.

(i)Details had been received from ACT of a Community Resilience Event & Neighbourhood Watch Association AGM on 29 October at North Lakes Hotel Penrith. Noted.

(j)CCC had provided details of consultation on a £2.5m programme of highways improvements at North Shore, Whitehaven. There would be consultation events on 8 & 11 October 2.30pm – 7.00pm and plans were also available on CCC web-site. Noted.

(k) A letter had been received from a local resident questioning the fact that the draft minutes of the Parish Council meeting in Sept did not include details of the meeting between PC representatives and Trustees of St Bees School in July. The Clerk had replied explaining that the meeting with the School had not been discussed at the September PC meeting as the notes of the meeting had been circulated to councillors in July. The Clerk had also enclosed a copy of the notes of the meeting with St Bees School for information.

(l)An email had been received from Love my Beach asking the PC to support the idea of providing equipment for visitors to do a 2 minute beach clean. Whilst sympathetic to the aims of the campaign it was not considered appropriate to have equipment located at the toilets as they were unmanned. It was agreed to suggest to the organisers that they contact local businesses in that area.

ITEMS FOR INFORMATION

- NW Coastal Access Update Sept
- NALC Weekly Newsletters Sept
- Full Circle -St Bees School Newsletters 10-13
- Friends of the Lake District Oct News & Events
- Copeland Matters Oct

178/18 ITEMS FOR INFORMATION

It was reported that the Arts Society would be meeting on 17 October at 8pm in the Management Centre and the subject would be British Artists of the Early 20th Century.

179/18 DATE & TIME OF NEXT MEETING

It was RESOLVED that the next meeting take place on MONDAY 19 NOVEMBER 2018 at 6.30pm in the Village Hall.

Signed.....

Date.....