

Present: Cllrs; J Keen; D Chamberlain; N Cowsill; H Cawley; T Brimley; J Scott

Minutes of the Annual meeting of Urswick, Bardsea & Stainton Parish Council, at 7.00 p.m. on Thursday 18th May, 2023 @ Urswick Parish Rooms.

Present: Cllrs; J Keen; D Chamberlain; H Cawley; T Brimley; J Scott

1. To elect Chairman for the Council year

Cllr Keen was duly appointed as Chairman and signed declaration of acceptance of office.

2. To elect Vice Chair for the Council year.

Cllr Chamberlain was duly appointed as Vice Chair.

3. To note 2 vacancies (Urswick ward & Bardsea ward) following uncontested elections.

Noted. 1 application received to date with other expressions of interest. To consider again at the June meeting. Clerk to circulate draft co-option procedure.

4. To receive and approve apologies for absence.

Apologies received and approved from Cllr Cowsill

5. Declarations of interests

To receive declarations by elected and co-opted members of interests in respect of items on this agenda.

None

6. Requests for dispensations

None

7. To review Council documents: Standing orders; Financial Regulations; Code of Conduct; Asset Register and Risk Assessment.

Resolved: Review approved

8. To agree Councillors to represent Highways, Tarn working Group and any other groups/committees

Cllr Cawley - Highways

Tarn Working Group - All Councillors.

Staffing committee - Cllrs Keen & Chamberlain

9. To review Parish Council internal controls

Reviewed and approved.

10. To approve Parish Council insurance renewal

Resolved: To proceed with Zurich renewal £538.57. (BHIB unable to quote due to parameters of the Tarn).

11. To authorise the Chairman to sign as a correct record the minutes of the meeting of the Council held on 20th April, 2023

Resolved: That the minutes are signed as a correct record

12. To note progress on ongoing matters not on today's agenda - for report and observation only (items requiring a decision to be placed on agenda of next meeting)

- tree at Stainton removed.

- dog waste bin at Rec Lane seems to have stopped being emptied. Cllr Chamberlain to sort.

- General Burgoyne closed. To send letter to Robinsons.

13. Public Forum: Questions, comments or concerns from any local resident.

Resident raised planning issue regarding Stainton.

Resolved: To write again to planning enforcement and copy to Cllr Cooper. Also to contact Simon Fell.

14. Report from Councillor Cooper on matters of interest (for information only).

Apologies received and report circulated - no updates regarding planning enforcement for Bourn House (prev. Plot 2 The Coot) or the planning issue at Stainton. Cllr Cooper is chasing these issues.

Request for double yellow lines or bus stop at Kirk Flatt/Church Rd junction - site visit to be arranged.

15. To consider/confirm the Council's response to planning applications received and raise/note any other planning matters

Applications:

SL/2023/0362 - Mascalles Bungalw, Mascalles - Single storey rear extension and loft conversion including roof lift, forming extended kitchen and dining area on ground floor and two bedrooms, two walk in wardrobes, games room and shower room at first floor.

Resolved: response of no objections.

16. To receive update on Common land access obstruction at the Coot (Bourn House) and agree any further action.

Awaiting response to Cllr Cooper from enforcement.

17. To receive updates from the Tarn Working Group

No updates on Tarn. Waiting for Parish Steward to provide more detailed diagrams for Catwalk proposal.

18. To consider updated quote for proposed Catwalk

See agenda item 17.

19. To discuss Village litterpicks

Cllr Chamberlain wishes to arrange litterpicks for all 3 Villages every couple of months. Clerk to check with insurers etc.

20. To receive updates regarding tree planting.

Cllr Scott reported 9 Saplings planted and doing well. No follow up regarding Little Urswick Green.

21. To receive updates on Parish Steward jobs

Control of reeds around fishing pegs.

22. To note receipt of CIL monies and discuss options for spending.

Noted £5656.03 received. Total CIL fund now stands at £6459.15

23. To agree payments in accordance with the budget as listed below.

Clerks Expenses - £76.00
Clerk Salary - by standing order
HMRC - £6.40
Urswick PCC - £15
Zurich - £538.57

(to note Vat claim receipt of £431.28)

24. To note correspondence received (circulated) and decide on any response required. (Clerk)

Interest in vacancy - application form passed on.

25. To receive items for the agenda for the next meeting.

Litter picks/ongoing matters.

26. To confirm date and time of next meeting as Thursday 29th June, 2023 @ Bardsea Maltkiln.

Confirmed

Signed: *B Workman* (Clerk)
18th May, 2023