

**STAVELEY-IN-CARTMEL PARISH COUNCIL**

**Minutes of the Annual General Meeting held on Monday 15<sup>th</sup> May 2023**  
**Held at 6.30 pm in the Church Hall, Staveley in Cartmel**

**Present:** Parish Councillors A Gorse (Chair), K Lee & R Rhodes, Parish Clerk L Prescott and 3 members of the public.

01/23 **Election of Chairman**

Councillor Rhodes proposed and Councillor Lee seconded the nomination of Councillor Gorse as Chairman. No other nominations were received.

**Resolved** To elect Councillor Gorse as Chairman.

The Chairman signed the Declaration of Acceptance of Office.

02/23 **Election of Vice Chairman**

Councillor Gorse proposed and Councillor Lee seconded the nomination of Councillor Rhodes as Vice Chairman. No other nominations were received.

**Resolved** To elect Councillor Rhodes as Vice Chairman.

The Vice Chairman signed the Declaration of Acceptance of Office.

03/23 **Apologies for absence**

Apologies were received and accepted from Parish Councillor A Newby and Unitary Councillors J Boak, P Endsor & S Sanderson.

04/23 **Minutes**

The acceptance of the minutes of the Annual General Meeting held on 25<sup>th</sup> April 2022 was agreed unanimously and signed by the Chairman.

SIGNED:

.....  
Chairman

.....  
Date:

**Minutes of the Annual Parish Meeting held on 15<sup>th</sup> May 2023**  
**Held following the Annual General Meeting in the Church Hall, Staveley in Cartmel**

05/23 **Apologies for Absence**

Apologies were received and accepted from Parish Councillor A Newby and Unitary Councillors J Boak, P Endsor & S Sanderson.

06/23 **Minutes of Last Meeting**

The acceptance of the minutes of the Annual Parish Meeting held on 25<sup>th</sup> April 2022 was agreed unanimously and signed by the Chairman.

07/23 **Annual Parish Council Report**

Councillor Gorse reported:

Meetings

The Parish Council generally meets on alternate months in the Parish Hall at Staveley. Members of the public are welcome to attend all meetings and we are fortunate that a small body of members of the public have attended most meetings and been able to raise concerns in relation to the local community.

Councillors

There is now a full complement of 5 Councillors representing the residents of Staveley-in-Cartmel on the Parish Council, and I am really grateful of their support throughout the year. It is important that the Parish is well represented, and problems aired.

County & District Councillors attended our meetings when they were available to do so prior to the change to Unitary Councils; and Unitary Councillors have attended meetings in a Shadow capacity prior to the new Unitary Council taking over both County and District Council responsibilities. Illness amongst them made their attendance not as regular as we would have hoped but their experience and knowledge over the year has helped us a lot. We will need help to guide us through dealing with the new administrations now they are in place.

### Defibrillators

The Parish Council has installed another second Defibrillator in Staveley, making good use of the now redundant phone box in the centre of the village and in addition to the one already sited at the Shell Petrol Station. Training has been provided to local residents and road signs indicating the location have been installed.

### Highways

Highways matters including potholes, drainage, overgrown hedges and other obstructions continue to be reported regularly on the online HIAMS reporting system. The time it takes for matters to be resolved varies considerably and some must be re-reported more than once before they are resolved, often to the frustration of the public. Councillors have met with Cumbria Highways and National Highways representatives in relation to various highways matters. The Speed Reduction works promised on the A590 by National Highways, as being for completion by March 2023, have still not even been started or anything installed.

### Planning Applications

The parish council submits responses in relation to most planning applications and has highlighted local breaches of planning conditions to the Lake District National Park Authority for action. Very disappointedly, on many occasions, the recommendations of the parish council are regularly ignored to the frustration of us all.

### Website

The Parish Council website has been reviewed and amendments have been made to the layout and information provided.

### Fell Foot

There has been a positive development in relation to communication with the local community following the appointment of a new Manager at Fell Foot. More regular reports are received either in person or in writing updating the Parish Council on developments as we have regularly requested.

### Police

The local Police Sergeant Paul Mellard attended the March 2023 meeting, following a request from the Parish Council for more detailed information and better communication with community. We appear to be in a fairly good position regarding crime in this area according to Police records.

### Conclusion

I have been pleasantly surprised this year at the small number of residents regularly attending our meetings which is very welcome in assisting our endeavours, but I have been sincerely unhappy at the promised A590 averaging cameras not being completed as promised, by National Highways! What a shame that they should have been proved to be so totally untruthful in all their grand promises.

## **08/23 Report from Staveley United Charities**

The Clerk reported:

The Charity received rental income from the field owned by the Charities and provided one grant during the last financial year, totalling £125. The bank balance at the start of the year (1<sup>st</sup> October 2021) was £876.52 and at the close of the year (30<sup>th</sup> September 2022) was £1,147.52

## **09/23 Report from County, District and Unitary Councillors**

A written report was received from Unitary Councillor S Sanderson on behalf of the 3 Unitary Councillors (J Boak, P Endsor & S Sanderson) and read to the meeting by the Clerk.

The Council reached Vesting day on April 1st with all systems safe and legal. Given the context and the amount of work needing to be completed to reach this goal they were all very proud of our achievement hitting that target. There is still a lot of work to be done but that was our first major hurdle to cross. They have all taken on additional responsibilities to ensure progress in delivering the Council Plan. She is responsible for Children's Services, Education and Skills. Peter Endsor has joined the Lake District National Park authority and Jenny Boak attends a North Western organisation about fishing especially helpful as she lives in Flookburgh. We have been contacted by different residents about potholes etc; a specific issue was related to Seattle with changes to normal practice when collecting bins because of damage to the refuse collection lorry. Senior staff and the portfolio holder have been contacted and I understand there has been a response but more work will probably be required as assisted collections may be necessary. The A590 also remains as an issue: work continues in responding to public reactions to the proposed speed cameras. Some of the names are people who oppose any attempt to slow down the traffic. National Highways are keeping me informed and we should hear the outcome of the consultation in the near future. She has raised the issue of parking at Newby Bridge when the Swan is busy a resident is sending her some photographs so I have more evidence. She has also raised the issue of a 40 mph limit on our part of the A592 with the new portfolio

holder. As you know we asked about this a long time ago but it seems worthwhile to try again with a new council. They have all been working very hard and she has to give their apologies, I have back to back meetings all day on Monday and Peter is on holiday in Greece, Jenny has been dealing with casework as well – we will be back.

10/23 **Reports and representations from local Organisations and residents**  
None.

SIGNED:

.....  
Chairman

.....  
Date:

**Minutes of the Parish Council Meeting held on Monday 25<sup>th</sup> April 2022**  
**Held following the Annual Parish Meeting in the Church Hall, Staveley in Cartmel**

11/23 **Apologies**

Apologies were received and accepted from Parish Councillor A Newby and Unitary Councillors J Boak, P Endors & S Sanderson.

12/23 **Requests for Dispensations**

None received.

13/23 **Declarations of Interest**

None received.

14/23 **Minutes of the Last Meeting**

**Resolved** The acceptance of the minutes of the meeting held on 23<sup>rd</sup> March 2023 was agreed unanimously and signed by the Chairman.

15/23 **Chairman's Announcements**

The Chairman announced as follows:

- a) He has spoken to the lengthsman regarding grass cutting in the parish but this has not yet taken place.

16/23 **Public Participation** (at the Chairman's discretion)

Mr D Almond from the National Trust provided an update on Fell Foot. A new exit barrier has now been installed, however the main gates are open until 8.30 pm to allow evening access. An electric buggy is now onsite and they have accessible crockery and cutlery in the boathouse café. Boathouse 1 and the toilet block have now re-opened and an artist is carving Wordsworth extracts from The Prelude in stone. The Ulverston Canoe Club ran a holiday activity and food programme at Easter, Fell Foot are now holding canoe heritage tours and also have a vintage (1970s) caravan onsite. Resurfacing works on the entrance road are due to take place and they plan to plant 500 trees over a 3 year period. The next works planned onsite are on the northerly jetties, including accessibility access to boats. There will be a community drop in about the new path.

17/23 **Police**

The Clerk reported that in the Parish in March 2023 one drugs offence was reported to the Police on the A590. Councillor Rhodes advised that the Police and Fire Service are now operated as one department in Cumbria and there is now a separate Council Tax charge for the Fire Service. He had expected a more detailed local reported from the Police, as promised by Sergeant Mellard at the last meeting.

**Resolved** To contact Sergeant Mellard requesting an update on local Policing matters.

18/23 **Unitary Councillors**

No reports received.

19/23 **Councillor Matters**

20/23 **Town and Country Planning Act, 1990**

a) **Planning Applications**

The following applications were considered:

- i) 7/2023/5186. Rock Cottage, Newby Bridge, Ulverston, Cumbria, LA12 8NP. Alterations and extension of a detached dwelling to provide additional living accommodation. Works include the demolition of the existing single-storey garage and the construction of a replacement single-storey garage.

**Resolved** No objections.

- ii) 7/2023/5248. (Notice of Intention (Agricultural, Q6g)). Land adjacent to Four Lane Ends, Barber Green, Grange over Sands LA11 6HU. A new steel framed portal building for agricultural storage.

The Clerk reported this has been granted between the Agenda being issued and the meeting.

b) **Planning Decisions**

The following planning decisions were noted:

- i) 7/2022/5707. Fell Foot Park, Newby Bridge, Ulverston, LA12 8NN. Landscape works including the re-design of the existing footpath network. Approved with conditions relating to plans.

- ii) 7/2023/5064. Land to the north of Chapel House, Staveley in Cartmel. Creation of agricultural access from public highway: removal of part of the existing wall to install a double gate access. Refused.

- iii) 7/2023/5142. Tall Trees, Newby Bridge, Ulverston, LA12 8NL. Construction of a single storey contemporary garden building to be used as a home office. Approved with conditions relating to plans.

c) **Planning Enforcement**

The Clerk has requested an update on Planning Enforcement case E/2021/0198 but none has been received.

21/23 **Updates on Ongoing Issues and Actions to be considered**

a) **Defibrillators**

The Clerk reported that she has installed the new plaques by the 2 defibrillators indicating that they have been installed and are maintained by the Parish Council.

b) **Seattle Bin Collections**

The Clerk reported that she has made several attempts to contact the Council officer, Councillor Portfolio holder Councillor and local Councillor regarding this issue. She has finally received a detailed reply explaining the damage to the bumper on the refuse truck and the condition of the access track as the reason for the service being amended. The Unitary Council Officer does not know whether the track has been adopted by Highways or is privately owned, hence the responsibility for the repairs is unknown. They also provided a link to the collection service for residents who are physically unable to transfer their bins to the collection point to apply for assistance, which must be applied for individually.

c) **A590 Trunk Road speed limit Order**

Refer to Councillor S Sanderson's report to the Annual Parish Meeting (09/23)

22/23 **New Agenda Item**

a) **Local Caravan Parks**

A resident has raised a number of queries with the Parish Council in relation to the caravan site on the south side of the A590 near Newby Bridge Services in relation to tree felling, increased lighting, rights of way and signage.

**Resolved** To contact the Lake District National Park Planning Department in relation to the current site permissions and conditions.

23/23 **Finance**

a) **Audit 2022/23**

i) **Internal Audit Report**

The Clerk reported that the Internal Auditor has approved the Parish Council Accounts for 2022/23

ii) **Certificate of Exemption**

The Clerk reported that as the Income and the Expenditure were both under £25,000 the Parish Council qualifies for a Certificate of Exemption

**Resolved** The Certificate of Exemption 2022/23 was approved unanimously and was signed by Chairman and Responsible Financial Officer (Parish Clerk).

iii) **Annual Governance Statement**

**Resolved** The Annual Governance Statement 2022/23 was approved unanimously and was signed by the Chairman and the Parish Clerk.

iv) Accounting Statements

**Resolved** The Accounting Statements 2021/22 were approved unanimously and was signed by the Responsible Financial Officer (Parish Clerk) and the Chairman

b) **Financial Risk Assessment**

The Financial Risk Assessment document was circulated.

**Resolved** To approve the Financial Risk Assessment.

c) **Current Financial Status & Cash Book**

The Financial Report was circulated.

**Resolved** To accept the Financial Report.

d) **Expenditure**

**Resolved** To authorise the following expenditure:

St Mary's Church Hall Rent (15/05/2023)	£40.00
BHIB Insurance (2023-24)	£424.13
TP Jones & Co LLP (Payroll April 2022 - March 2023)	£85.92
Community Heartbeat Trust (2 Defibrillators Annual Support)	£349.20
CALC/NALC Membership 2023/4	£182.01

24/23 **Highways Matters**

a) Highways matters to be reported

- i) Councillor Lee reported that the hedge near Millerbeck is overhanging the pavement causing and obstruction to pedestrians.

**Resolved** To write to the house owner advising their responsibility to not obstruct a public highway/right of way.

b) Highways matters reported

The Clerk reported that the drain near Seattle has now been repaired and the reported potholes on Hazelrigg Lane have been repaired.

25/23 **Correspondence**

The correspondence already distributed was noted.

26/23 **Next Meeting**

Noted that the next meeting is on Monday 3<sup>rd</sup> July 2023 from 6.30pm in the Church Hall.

SIGNED:

.....  
Chairman

.....  
Date: