

**Minutes of the Parish Council Meeting held on Thursday 18 February 2010  
at 7.30 pm in the Memorial Hall, Burton-in-Kendal**

**PRESENT.** Cllrs F Mason-Hornby (Chairman), J Hopwood, I Hunt, G Isherwood, P Rogers, M Taylor, A Wren, Dist.Cllr B Cooper and Parish Clerk P Smith.

**PUBLIC IN ATTENDANCE.** Six members of the public were present.

**1. APOLOGIES FOR ABSENCE.** Apologies from Cllrs R Boddy and J Brown were accepted. Apologies from Dist Cllr R Bingham were received.

**2. DECLARATIONS OF INTEREST.** Cllr Mason-Hornby declared a personal interest in Item 16 in that he was the land owner of Dalton Crags which is leased to the Forestry Commission.

**3. MINUTES OF THE MEETING HELD 21 JANUARY 2010.** The minutes of the meeting held on 21 January 10 were unanimously agreed and signed by the Chairman.

**4. CHAIRMAN'S ANNOUNCEMENTS.**

**(ACTION)**

a. The North West Air ambulance had agreed to provide a speaker for the Parish Meeting on 18 March. Mrs Anne Burrow would speak about the work of the service.

b. The annual invitation for a councillor's name to be put in the ballot to attend a Royal Garden Party has been received. Council noted that we normally nominate a past Chairman of the Council. **(PS)**

c. The monthly CALC newsletter reported the imminent retirement of the CALC Chief Executive, Guy Richardson, whose service to the Parish Councils of Cumbria will be much missed.

d. There will be a CALC District Association meeting on 4 Mar 10.

e. Councillors were asked to provide their inputs to the Parish Newsletter to the clerk as soon as possible. The Newsletter would focus on items for the Parish Plan. **(All)**

**5. OPEN FORUM.**

a. PCSO Rachel Thomas reported that two road traffic accidents had been reported to the police. Icy roads may have contributed to both these incidents. There had also been a report of a Post Office van alarm sounding. This turned out to be a false alarm.

b. A resident distributed information to councillors on a group opposing the proposed Longfield Tarn Wind Farm. She introduced a member of the group who spoke in opposition to the development.

**6. PLANNING APPLICATIONS.**

a. Applications granted: **SL/2009/1040** – 5, St James Drive. Extension and alterations for Mr R Shaw.

b. Applications refused: None.

c. Applications received: **SL/2010/0054** – Croft House Barn, The Square. Extension of time condition on planning permission for conversion of barn to dwelling for Mrs Nelson. No Objections.

**7. LANCASTER CITY PLANNING CONSULTATION.** Lancaster City Council had invited comment on planning application 10/00075/FUL for the erection of a 60m high guyed meteorological mast at the proposed Longfield Tarn Wind Farm site. The Council agreed to comment that it was important that the access route to the site was controlled to ensure that, during the construction of the mast, large or heavy vehicles were not routed through Burton-in-Kendal village or along narrow lanes for anything other than the shortest essential distances. The Council also wished to comment that the adverse visual impact of the mast from the open country of Dalton Crags and the Common Land of Hutton Roof Crags should also be taken into account in considering the application. **(PS)**

**8. FINANCE.** The Council received and noted the Income and Expenditure Account for the year to date, and balances at the bank as at 18 Feb 10:

Income to date	£14107.94	Bank of Ireland	£1184.27
Expenditure to date	£14787.80	NatWest Current	£7783.00
Difference	-£679.86	NatWest Savings	£1510.98
Bank Balance at 1/04/09	£7432.80	Less cheques etc	£3725.31
Carried forward	£6752.94	Carried forward	£6752.94

*F.A. [Signature]*

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**9. ACCOUNTS APPROVED FOR PAYMENT AND CHEQUES SIGNED.**

(PS) 521

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|----|--|---------|
| a. | Lengthsman's contract and expenses to 13 Jan 10. | £80.85  |
| b. | Clerk's salary 1 Feb to 28 Feb 10.               | £200.26 |
| c. | CALC Training for Clerk.                         | £75.00  |

**10. INTERNAL CONTROLS, RISK ASSESSMENT, EFFECTIVENESS OF INTERNAL AUDIT, BANKING ARRANGEMENTS AND INVESTMENT STRATEGY.** The annual review of the internal controls, the risk assessment the effectiveness of internal audit and the banking arrangements including the investment strategy were considered by the council. It was unanimously agreed to use the Natwest current and deposit accounts as the principal working and investment accounts. The security of the Natwest bank would be checked by reference to financial press reports. The Bank of Ireland account would be run down to a minimum but kept open for the time being. It was unanimously agreed to adopt the internal controls and risk assessment plan modified to incorporate these changes and to include the requirement to track formal Council actions. It was unanimously agreed to appoint Mr Peter Tubbs as the Internal Auditor for the next financial year. The effectiveness of the internal audit was reviewed and agreed unanimously. (PS)

**11. CONSIDER DONATION TO NW AIR AMBULANCE FOR PROVIDING THE GUEST SPEAKER AT THE ANNUAL PARISH MEETING.** It was agreed to consider favourably a request for a donation to NW Air Ambulance in the next financial year. (PS)

**12. THE REPORT OF THE PARISH REMUNERATION PANEL.** The Council noted the report of the Parish Remuneration Panel.

**13. PARISH EMERGENCY PLAN.** The Council agreed that there would be value in a Parish Emergency Plan similar to the plan used in Holme. Holme PC would be asked if they would allow us to see their plan and possibly use it as a model. (PS)

**14. TURNING OFF STREET LIGHTS IN THE SMALL HOURS.** Some parish councils had arranged to turn off some or all of their street lights to save unnecessary use of electricity. The Council agreed that the feasibility of doing this in Burton should be investigated and that residents should be consulted through the press and the Newsletter to determine public feeling. (PS)

**15. LOCAL AREA PARTNERSHIP AGENDA.** It was agreed that Cllr Rogers represent the Council at the meeting of the LAP on 24 Feb 10. He was asked to present to members of the LAP the Council's concern that the proposed terms of reference for the LAP did not provide assurance that parish councils would be able to discuss LAP agenda items before an LAP meeting. (PR)

**16. CATTLE GRAZING ON DALTON CRAGS.** The number of cattle grazing on Dalton Craggs over winter was greater than originally envisaged. There were no cattle there at present and the Council agreed to monitor the state of the paths when the cattle returned. (JH)

**17. COUNCILLORS REPORT ON PARISH PLAN ITEMS.**

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|----|--|------|
| a. | <b>Bus Shelter:</b> Further report from Stagecoach awaited on moving the bus-stop signs.   | (PS) |
| b. | <b>Design Statement:</b> SLDC will be asked to expedite Feedback from Conservation Officer.  | (JH) |
| c. | <b>Improvements to Slape Lane:</b> Will probably be done this month.   | (MT) |
| d. | <b>Signage:</b> Nothing new to report.   | (PR) |
| e. | <b>Upgrade Playground:</b> Insurance inspector would be notified of CCC view that a road sign is unnecessary. Signs for the playground fence and the bottom of Boon Town would be designed and costed. | (PS) |

**18. LENGTHSMAN'S LOG OF PLAYGROUND INSPECTION AND REPORTS FROM PARISH AND DISTRICT COUNCILLORS.**

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|----|---|------|
| a. | The lengthsman had reported verbally that there were no problems. The inspection log would be updated in due course.  |      |
| b. | Cllr Isherwood noted a report from elsewhere that the names on a village war memorial had been lost following vandalism. The clerk was ordered to check that the Council had a record of the names.   | (PS) |
| c. | Cllr Rogers expressed concern that it was reported that the Carnforth Recycling Centre was to be closed by Lancaster City Council. It was agreed to check the validity of the report and express the Council's concern that if the site closed there would be an increase in fly-tipping in the area. | (PS) |
| d. | The Chairman voiced his concern at the poor state of the centre line marking of the A6070 and A65 between Burton and Kendal. This would be reported to CCC.   | (PS) |

T.A.N. - M 18/03/2010

**19. TO NOTE COMMUNICATIONS RECEIVED.** The communications listed below were noted. No additional actions were ordered.

**20. DATE OF NEXT MEETING.** The next meeting will take place on Thursday 18 March 2010 at 7:30pm in the Memorial Hall. The meeting will be preceded by the **Annual Parish Meeting at 7:00pm.**

**The Meeting Closed at 9:01pm**

**Schedule of communications not otherwise in the minutes.**

**1. By e-mail forwarded to Councillors:**

- a. CALC Credit note for £40 towards future training.
- b. CALC District Association Meeting 4 March 7:00pm Gilpin Bridge.
- c. CALC Spring Training Programme.
- d. SLDC Summary of Planning Applications Received.
- e. CALC Approval of Clerk's Training and CiLCA Bursary.
- f. Rural Services Network Newsletter and Bulletins.
- g. CALC Circular – February 2010.
- h. Royal Garden Party Invitation.
- j. Kent Estuary Neighbourhood Police Team Report Feb 2010.

**2. In circulation folder:**

- a. SLDC Standards Committee Meeting.
- b. Code of Conduct Training Sessions.
- c. Report of the Parish Remuneration Panel.
- d. NSPCC Raising Awareness.
- e. Mencap Request for Donation.

**Glossary of Abbreviations:**

ACT	Action with Communities in Cumbria (formerly VAC)
ALSF	Aggregates Levy Sustainability Fund
CALC	Cumbria Association of Local Councils
CCC	Cumbria County Council
CiLCA	Certificate in Local Council Administration
CIEP	Cumbria Improvement & Efficiency Partnership
Cllr	Councillor
CRHT	Cumbria Rural Housing Trust
CVS	Cumbria Voluntary Service
CYSS	Cumbria Youth Support Service
LAP	Local Area Partnership
LDF	Local Development Framework
NALC	National Association of Local Councils
NWAA	North West Air Ambulance
NWDA	North West Development Agency
NWRA	North West Regional Assembly
NWPPR	North West Plan Partial Review
PCM	Parish Council Meeting
ROWIP	Rights of Way Improvement Plan
SLDC	South Lakeland District Council

*F.A. L. - M*

*18/03/2010*