

COLTON PARISH COUNCIL

MINUTES OF COLTON PARISH COUNCIL MEETING HELD AT RUSLAND READING ROOMS ON MONDAY 3rd OCTOBER 2022

Present: Cllr Bennett (Chair), Cllr Brown, Cllr Dean, Cllr Jarvis, Cllr Milburn, and J Hendry (Parish Clerk)
clerk@coltonparishcouncil.org.uk

In attendance: Two members of the public were in attendance

Minute no	Action Point	Person
62/2022	Apologies: Cllr Taylor, Cllr Wharton and PCSO Harris	
63/2022	Minutes of Last Meeting The Chair was authorised to sign the minutes of the Annual Parish Council meeting held on 5 September 2022 as a true record of what was discussed.	
64/2022	Declarations of interest: None were received in respect of items on this agenda.	
65/2022	Requests for dispensations: None received	
66/2022	Public participation: <ul style="list-style-type: none"> a. Community participation: <ul style="list-style-type: none"> i. Member of the public (ML) raised the issue of a blocked footpath and asked for it to be cleared and it was suggested that Cllr Wharton might be able to raise it through LDNPA rights of Way committee and/or to explore other options outside of the meeting, possible through the involvement of Rusland Horizons. ii. The co-option of a Parish Councillor was discussed with the member of the public who had expressed interest in the role. Following the asking of questions of the Parish Councillors there was a vote and a new Councillor, Craig Hodgson, was unanimously elected to the Parish Council following signing of the Declaration of Acceptance of Office and Declaration of Interests forms. iii. The planning application presentation was not given as the developers did not attend the meeting. b. District Council update: Cllr Wharton advised that an update was not available for the PC. c. County Council update: Cllr Brereton was not available therefore an update was not provided d. Police update: None provided. 	JH/MB
67/2022	Update on actions from the previous meeting: <ul style="list-style-type: none"> a. Update on defibrillator siting options: Cllr Milburn provided an update on the progress to date and advised that the issue of access to a local barn was still being explored and Cllr Milburn agreed to liaise with the barn owners when they return in November. The Parish Clerk agreed to respond to K2B to thank them for the offer to provide a defibrillator and to visit the Community Heartbeat website to explore training packages. b. The proposal for sharing PC responsibilities, meetings and online forums was discussed and it was agreed that the Parish Clerk would send it out for Councillors to add names accordingly. 	JM JH JH

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68/2022	<p>Colton Parish community matters and sustaining our environment:</p> <p>a. The Greening Our Highways project and invoicing update was provided by Cllr Brown who reported that an invoice would be provided for the end of October phase of work ready for approval at the next meeting.</p> <p>b. An update of Community Plan progress and of the grant application was provided by Cllr Brown who reported that a further grant application was underway. It was reported by Cllr Jarvis that the Community Plan group would advise of the publicity and display materials required for purchase.</p> <p>c. The Community Grant criteria and process for 2022/23 was discussed and it was agreed that some minor amendments would be made and laminated posters would be produced to advertise the 2022/23 round of awards .</p> <p>d. The responsibility for the circulation of Colton Link was discussed and it was agreed that the Parish Clerk would contact the current host to determine what the requirements are to undertake a trial period.</p>	<p>MB</p> <p>CP group</p> <p>JH</p> <p>JH</p>
69/2022	<p>Highways and lengthsman</p> <p>a. Councillor Hodgson volunteered to be the portfolio lead and link for the Parish Lengthsman in support of the Parish Clerk.</p>	<p>CH</p>
70/2022	<p>Planning</p> <p>a. The following planning applications were considered:</p> <p style="padding-left: 20px;">i) 7/2022/5587 at The Old Parsonage, Tottlebank, LA12 8HX. Formation of first floor doorway and installation of adjacent balcony with glazed balustrade. A NEUTRAL response was agreed to this planning application.</p> <p>b. Planning applications responded to, awaiting LDNPA decision: The list of planning applications as posted on the meeting agenda was noted by the PC.</p> <p>c. LDNPA decisions: The list of planning decisions as posted on the meeting agenda was noted by the PC.</p> <p>d. Land adjacent to The Smithy, Bouth: Cllrs Brown and Dean provided an update on the current situation and reported that the owner of the Smithy had written to the PC to continue his challenge of the PC in managing the land adjacent. The Parish Council discussed the best way forward in reaching an acceptable solution and it was agreed to arrange a meeting to this end.</p>	<p>JH</p>
71/2022	<p>Finance, Assets, Governance and Audit: All</p> <p>a. The following invoices were approved for payment:</p> <p style="padding-left: 20px;">i) Clerk salary (September) £398.74</p> <p style="padding-left: 20px;">ii) Clerk expenses Q2 £67.59</p> <p style="padding-left: 20px;">iii) Lengthsman payment (September) £160 was agreed including £40 for work for RH which would be offset when the next invoice was presented by RH.</p> <p style="padding-left: 20px;">iv) Meeting room hire, Green Sparks event (Rookhow) £30.00</p> <p style="padding-left: 20px;">v) Bouth Village Green and defibrillator expenses (D Hamer) £267.99</p> <p>b. The Parish Council noted the conclusion of the audit for the year ended 31st March 2022</p>	<p>JH</p>
72/2022	<p>Correspondence (relevant documents were previously circulated), consultations and meetings:</p> <p>a. The resignation of Parish Councillor, letter received by Parish Clerk, forwarded to the Chair was noted</p>	

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	<p>b. Cllr Bennett updated the PC on the Road Safety meeting that took place on 28th September in Lowick Village Hall and agreed to send out an email asking for volunteers to attend. It was agreed that attendance would be rotated amongst the Councillors in future.</p> <p>c. The South Lakes CALC DA was attended virtually by Cllr Dean who reported that the discussion was limited and nothing significant was reported to council.</p> <p>d. The CALC AGM on 29th October via Microsoft Teams was noted</p> <p>e. The email from SLDC to advise of removal of Stony Hazel Woods as an ACV from the register was noted and Cllr Brown agreed to feed back next meeting as to the next steps.</p>	MB/JH
73/2022	<p>Items for PC newsletter</p> <ul style="list-style-type: none"> • Community Grant applications to be sent out in newsletter • Assets of Community Value (ACV) 	MB
74/2022	<p>Items for the next PC agenda</p> <p>a. PC to review the Parish Clerk remuneration</p> <p>b. ACV update</p> <p>c. Cost of living support and provision of warm spaces</p> <p>d. Nomination of Vice-Chair for the Parish Council</p> <p>e. Adoption of Vexatious/Frequent Communications Policy</p> <p>f. Confirmation of Councillor portfolios for 2022/23</p> <p>g. Agreement of timescales for Community Grant applications</p>	
75/2022	<p>Date and time of next meeting</p> <p>The next meeting will take place on Monday 7th November 2022 at 7pm at Oxen Park Reading Room</p>	ALL