

COLTON PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD AT OXEN PARK READING ROOM ON MONDAY 15th MAY 2023

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

In attendance: No members of the public were in attendance

Minute no	Action Point	Person
1/2023	Election of Chair for the Parish Council Year 2022/2023: The Parish Council unanimously voted for Cllr Bennett to remain as Chair for the year 2023/24 and who then signed the Declaration of Acceptance of Office form.	
2/2023	Apologies: Cllr Milburn	
3/2023	Appointment of Vice-Chair for the Parish Council Year 2022/2023: The Parish Council unanimously voted for Cllr Brown to remain as Vice-Chair for the year 2023/24 and who then signed the Declaration of Acceptance of Office form.	
4/2023	Minutes of Last Meeting The Chair was authorised to sign the minutes of the Annual Parish meeting held on 16 May 2022 and of the Parish Council meeting held on 20 March 2023 as true records of what was discussed.	
5/2023	Declarations of interest in respect of items on this agenda: None received	
6/2023	Requests for dispensations: None received	
7/2023	Register of Members' Interests: No changes to the Register of Members' Interests were reported by Councillors.	
8/2023	Public participation: a. Community participation: The MoP did not attend to be co-opted b. Unitary Authority update: None provided	
9/2023	Update on actions from the previous meeting: NIL	
10/2023	Chair's report for 2022/23: The Chairs report was previously sent to Councillors and the values of award were added to the minutes of 20 March 2023, reflecting the Community Grant awards made in March 2023.	
11/2023	Parish Open Meeting update: Cllr Bennett updated the meeting on the likely numbers of attendees and urged councillors to continue asking friends and neighbours to attend. A request was made for a volunteer to take notes and Cllr Brown agreed to undertake this role. Councillors were also asked to participate in the panel for Q&As and Cllrs Dean and Jarvis agreed to fulfil this function. Cllr Brown agreed to ask Steve Wharton to contribute to introducing the "Cabinet of Curiosities" to the attendees. Cllr Jarvis agreed to open the doors and commence preparation of the kitchen facilities in advance of the meeting opening.	<p style="text-align: center;">MB</p> <p style="text-align: center;">KD/GJ</p> <p style="text-align: center;">MB</p> <p style="text-align: center;">GJ</p>
12/2023	Colton Parish community matters and sustaining our environment: a. Community Plan update: Cllr Brown updated on an event being held with local school children (ages 9-11) at Rookhow on 24/5. It was agreed that snacks would be provided as these were budgeted for as part of the Esmée	

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	<p>Fairburn grant. The Council also agreed that the PC required a Safeguarding Policy and JH agreed to send one to Councillors for comment.</p> <p>Cllr Dean reported that he had drafted a questionnaire and comments were expected from Cllrs Taylor and Jarvis to enable the final version to be submitted ready for approval at the next meeting (19/6).</p> <p>Cllr Brown also provided an update on the provision of a tent, the printing requirements and the development of the actual “cabinet” by MIND. She also reported on a key issue being raised by members of the public is the reality of social isolation being experienced by older members of the public in parts of the Rusland Valley.</p> <p>b. Green Sparks: Cllr Bennett raised the topic of the request for volunteers for the Steering Group. Leaflets for the introduction of solar energy were distributed to launch at a forthcoming event.</p>	JH
13/2023	<p>Highways and lengthsman</p> <p>a. Update from Cllr Pender regarding potholes: None provided</p> <p>b. Issues for reporting to Highways and Parish Lengthsman: None to report</p>	
14/2023	<p>Planning</p> <p>a. To consider and respond to the following planning applications:</p> <p>i) 7/2023/5207 and 5208 at Rook Howe, Rusland, LA12 8LA. Proposed internal improvement works to the Bunkbarn and to extend the Piggery to create a plant room. The PC agreed to SUPPORT this planning application.</p> <p>ii) 7/2023/5239 at Low Parkamoor Cottage, The Heald, Satterthwaite, LA21 8AD. Installing a PV (photovoltaic) panel. The PC agreed to SUPPORT this planning application.</p> <p>iii) 7/2023/5251 at The Cabin, Low Stott Park, LA12 8AX. Single storey annexe to The Cabin. The PC agreed to OBJECT to this planning application on the same grounds as per 7/2022/5511 comments</p> <p>iv) 7/2023/5254 at The Cabin, Low Stott Park, LA12 8AX. Part single- and two-storey extensions following withdrawal of application ref 7/2022/5511. The PC agreed to OBJECT to this planning application on the same grounds as per 7/2022/5511 comments.</p> <p>v) 7/2023/5259 at Mountain View, Low Nibthwaite, LA12 8DE. 10 x ground mounted photovoltaic solar panels, mounted in pairs using a key clamp railing system. The PC agreed to SUPPORT this planning application.</p> <p>b. Planning applications responded to, awaiting LDNPA decision: The list as posted on the meeting agenda was noted by the PC.</p> <p>c. LDNPA decisions: The list as posted on the meeting agenda was noted by the PC.</p>	
15/2023	<p>Finance, Accounts, Assets and Audit: All</p> <p>a. The PC approved the bank reconciliation for year end 2022/23</p> <p>b. The PC received and approved the Parish Risk Register for 2023/24</p> <p>c. The PC received and approved the Parish Asset Register for 2022/23</p> <p>d. The PC approved the following payments:</p> <p>i) Lengthsman payment (March/April) £200/£260</p> <p>ii) Diane Malley payroll services, £120</p> <p>iii) Clerk salary (May) £458.04* (manual adjustment is required as standing order is currently £398.74)</p> <p>iv) Clerk expenses, £48.97 (for stationery)</p> <p>v) CALC subscription £206.40</p>	JH

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	<p>vi) Viking stationery, £38.32 vii)Oxen Park Reading Room hire, £20</p> <p>e. Update on the recent meeting held with a complainant: Cllr Bennett provided an update on the situation to date following the submission of the complaint response to Mr P. Further discussion took place regarding the legal status of the PC given the receipt of advice from the complainant that they are taking legal action. It was agreed that the PC would confirm with the solicitor that they are acting on behalf of the complainant. It was also agreed that further legal advice would be taken in order to re-confirm the status of the unregistered land and of the PC in its management.</p> <p>f. The Parish Council noted the findings from the recent (April 23) inspection of Bouth Village Playground</p>	<p>JH</p> <p>JH</p>
16/2023	<p>Annual report from the Chairman of the Bouth Village Green Advisory Committee</p> <p>The Chair of BVG Committee presented the annual report to Council and agreed to send a copy of the electronic version following the meeting. He also confirmed that a resolution had been passed by the Committee at their recent AGM, stating</p> <p><u>Open Space Resolution</u> <i>The following resolution was passed unanimously at the 2023 AGM: The village green committee and its volunteers wish to re-affirm their commitment to maintaining the Open Space opposite The Nook, to express their support for Colton Parish Council in their often-challenging dealings with the neighbouring landowner and request that CPC stand firm on maintaining this land as an Open Space for the benefit of the community”</i></p> <p>The Chair of the PC passed thanks to BVG committee for all their hard work undertaken in maintaining the playground, village green and surrounding areas for use and enjoyment by the villagers and members of the public.</p>	
17/2023	<p>Correspondence shown below was noted by the Council (relevant documents were previously circulated):</p> <p>a. Tackling water quality, it was agreed that the PC were unable to send a representative but would appreciate an update following the event. b. YMCA Lakeside, sale of land was noted. c. Age Friendly Communities introduction email, Parish Clerk agreed to invite Caroline Smith to attend a future meeting given the relevance of the subject matter to the communities represented by the PC.</p>	JH
18/2023	<p>Items for the next PC agenda</p> <p>a. To receive the Annual Internal Audit Report 2022/23 b. To receive and approve section 1 Annual Governance Statement 2022/23 c. To receive and approve section 2 Accounting Statements 2022/23 d. To agree the period for the exercise of public rights</p>	
19/2023	<p>Date and time of next meeting</p> <p>The next meeting will take place on Monday 19th June 2023 at 7pm at Colton Church Hall.</p>	ALL