

COLTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT COLTON CHURCH HALL ON MONDAY 24th JULY 2023

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

In attendance: Four members of the public were in attendance

Minute no	Action Point	Person
34/2023	Apologies: Cllr Jarvis, Cllr Milburn, Cllr Pender, PCSO Paul Harris and Archie Workman	
35/2023	Minutes of Last Meeting The Chair was authorised to sign the minutes of the Annual Parish Council meeting held on 19 June 2023 as a true record of what was discussed.	
36/2023	Declarations of interest in respect of items on this agenda: None received	
37/2023	Requests for dispensations: None received	
38/2023	<p>Public participation:</p> <p>a. Community participation: Two members of the public raised the issue of access down a single-track road in the Spark Bridge area and requested “do not use satnav” signs at either end of the Spark Bridge and Lowick Bridge end road. It was agreed that the PC would write to Cllr Pender and request the input of Westmorland and Furness Council, adding to the list of similar issues already known to the Parish Council. Another member of the public raised the similar issue that had been encountered in Bouth and on the toll-bar to Spark Bridge Road.</p> <p>Another member of the public raised the matter of cyclists, riding three abreast, accessing the village as part of an event. A request for steward support to ensure safe riding and safe access for village road users was made. It was agreed that the council would investigate any advance notice or licencing requirements for cycling/triathlon/running events via Cllr Pender.</p> <p>A further matter was raised regarding the poor state of the long-standing “experimental” safety surface near the Snows junction in Bouth was asked. It was agreed that the “top ten” list of PC-wide highways issues would be refreshed and sent to Cllr Pender for raising with her W&F Council contacts for action.</p> <p>b. Unitary Authority update: None provided, apologies sent by Councillor.</p>	<p>JH</p> <p>JH</p>
39/2023	<p>Update on action from the previous meeting:</p> <p>An update was given of recent communications received from the solicitor representing the complainant in relation to the unregistered land in Bouth. It was felt that the content did not fully reflect the actions taken to date and the Parish Councillors agreed that a response was required from the solicitor representing the PC. Actions agreed were to engage with the solicitor and for a pack of relevant information to be compiled to send to</p>	

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	the solicitor and for representatives of the PC to arrange a meeting with BVG committee to update the committee on the current status.	JH/MB/KD
40/2023	<p>Colton Parish Community Plan update:</p> <p>a. The questionnaire had been circulated to Councillors and feedback received and acted on, ready for further testing. Once the content has been finalised it would then be possible to produce the paper-based version.</p> <p>b. It was agreed that comments for the final version of the survey text would be returned by Sunday evening (30/7) ready for re-circulation to Councillors for final “technical” testing on Monday 31st July. Following this, it was agreed that the Parish Clerk would email to ascertain who needed a printed copy, as opposed to online completion, and to post this on the website and send out the QR code in advance. It was decided that 200 copies of the questionnaire would be printed out and that Councillors would identify suitable locations in their own communities where questionnaires could be posted and collected by the PC to save on postage costs where possible.</p> <p>c. Volunteers for posting questionnaires to homes would be sought if necessary once there was a better idea of how many and where this was required.</p> <p>d. Businesses: it was agreed that all would input into the creation of a qualified email list so that the link to the questionnaire can be sent to local businesses.</p> <p>e. Population data update: It was agreed that Councillor Brown would approach ACT for advice on where this data could be obtained and to add to the Community Plan.</p> <p>f. Community consultation was discussed and it was agreed that the date of the PC meeting in September would be used to present the initial questionnaire findings to those able to attend. To that end the Councillors agreed to compile a list of group representatives to invite in advance given the tight timescales involved.</p> <p>Cllr Bennett updated the meeting on the outcome of the children’s consultation and suggested that the findings be circulated to various bodies. It was agreed that she would write an accompanying letter to this end.</p>	<p>JH</p> <p>ALL</p> <p>ALL</p> <p>ALL</p> <p>MB</p> <p>ALL</p> <p>AB</p>
41/2023	<p>Colton Community matters and the environment:</p> <p>Rusland Show preparations update:</p> <p>a. Items still to purchase were reported as a pull-up banner (which needs a design), a combined flip-chart/whiteboard, prizes, material for cabinet and a whisky barrel as immediate requirements</p> <p>b. The pick-up and drop off of items pre-show would be agreed by Councillors by email</p> <p>c. A rota for the PC stand would be confirmed by email</p> <p>d. Others-no other matters were raised by Councillors.</p>	<p>MB/JH</p> <p>ALL</p> <p>ALL</p>
42/2023	<p>Highways and lengthsman:</p> <p>a. Issues for reporting to Highways and Parish Lengthsman: As discussed earlier in the meeting it was agreed that the list of “top 10” issues would be revisited and sent to Cllr Pender.</p>	JH

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	<ul style="list-style-type: none"> b. Colton Green Lane has been reported to Cllr Pender for discussion with the Highways team. c. A request for signage on the lane between Spark Bridge and Lowick Bridge was discussed in the public participation section of the meeting. d. Opening of the West Windermere Way: Cllr Taylor attended and reported that it is proving very popular with the local community who enjoyed not having to walk on the road between Finsthwaite and Lakeside. 	
43/2023	<p>Planning:</p> <ul style="list-style-type: none"> a. To consider and respond to the following planning application: 7/2023/5418 at Bandrake Farm, Bandrake Head, Ulverston, LA12 8HN. Concreting over areas of existing yard was noted by the PC. b. Planning applications responded to, awaiting LDNPA decision: The list as posted on the meeting agenda was noted by the PC. c. LDNPA decisions: The list as posted on the meeting agenda was noted by the PC. 	
44/2023	<p>Finance, Accounts, Assets and Audit: All</p> <ul style="list-style-type: none"> a. The PC approved the following payments: <ul style="list-style-type: none"> i) Lengthsman payment (June) £283.99 ii) Steve Wharton (Community Plan (CP)-engagement) £1600.00 iii) Clerk expenses (CP-printer cartridges), £132.49 iv) Cllr Brown expenses (Rusland Show/CP items) £35.73 v) Clerk salary (July) £457.84* (manual adjustment of the payment from the bank is required as standing order is currently £398.74) b. The cost to produce a high-resolution image of the PC logo for the PC banner and publicity materials of approximately £150 was approved by the PC c. The purchase of the upgrade to Microsoft 365 for Business costing £103.20 <i>per annum</i> was approved by the PC d. The Parish Council agreed to the proposals that “Subject to an upper limit, and approved by the Finance Working Group, purchase of items for the Rusland Show items and payment of expected bills from suppliers in the period prior to the next meeting is agreed. These will be listed and approved in retrospect at the meeting taking place in September”. e. The Parish Council notes the forthcoming RoSPA annual inspection of Bouth Village Green Playground. 	
45/2023	<p>Correspondence shown below was noted by the Council (relevant documents were previously circulated):</p> <ul style="list-style-type: none"> a. YMCA Lakeside North Camp responses from Cllrs Pender and Sanderson b. Transport focus groups in the Lake District, email from CALC was responded to by Cllr Bennett c. Water Quality for Local Councillors Information Session on 20th July in Windermere d. Emails from two members of the public requesting signage between Spark Bridge and Lowick Bridge e. Pot-hole Emergency! Parish Council Highways Briefing Event on 19th July f. Pre-planning consultation: land at Thwaite Moss, Rusland, LA12 8JZ, deadline 27th July. It was agreed that as this was not materially different to the last consultation no further correspondence was necessary. 	

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	<ul style="list-style-type: none"> g. Letter received from the solicitor representing complainant relating to the land at The Smithy, Bouth h. Correspondence regarding building works taking place at Lake House, Lakeside i. Email from LDNPA relating to Graythwaite estate- it was agreed that the LDNPA footpaths officer would be approached for advice on what was being asked of the PC 	JH
46/2023	<p>Items for the newsletter: The following items were raised by Council for inclusion in the newsletter:-</p> <ul style="list-style-type: none"> a. Opening of West Windermere Way b. Archie-Drainspotting film c. Launch of questionnaire 	
47/2023	<p>Items for the next PC agenda</p> <ul style="list-style-type: none"> a. Update from Rusland Show b. Presentation on initial survey results c. Planning of an event to mark the closure of CP consultation d. Approval and adoption of PC Safeguarding Policy e. Review and approval of PC Data Protection (Information Governance) Policy f. Defibrillator installation update 	
48/2023	<p>Date and time of next meeting The next meeting will take place on Monday 4th September 2023 at Rusland Reading Rooms.</p>	ALL