

COLTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT BOUTH VILLAGE HALL ON MONDAY 22nd APRIL 2024

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

In attendance: No members of the public were in attendance

Minute no	Action Point	Person
1/2024	Apologies: None	
2/2024	Minutes of Last Meeting The Chair was authorised to sign the minutes of the Parish Council meeting held on 25 March 2024 as a true record of what was discussed.	
3/2024	Declarations of interest in respect of items on this agenda: None received	
4/2024	Requests for dispensations: None received	
5/2024	Public participation: a. Community participation: b. Unitary Authority update: None provided as Cllr Pender was not present at the meeting.	
6/2024	Update on action from the previous meeting: a. 2024 Parish Council elections update: The Parish Clerk provided an update as to the status of the Council and advised that a further election would be required to allow the PC to be quorate and therefore to be able to co-opt additional Councillors. The Clerk also agreed to find out when this is likely to be so that this information can be shared at the Parish Open Meeting. Cllr Wharton agreed to send the Clerk a summary of a recruitment campaign advert to refresh the PC approach. It was agreed that this requires urgent attention and action. If new Councillors do not come forward CPC will not be quorate and so will not be able to act on behalf of the community. It was noted that this would be a significant blow to local democracy and would greatly reduce the opportunities for local people to have a voice in issues that affect this area. b. Defibrillator update in Finsthwaite: Cllr Taylor advised that the defibrillator had been delivered and that has not yet been installed. Cllr Taylor and the Parish Clerk agreed to follow this up and to also seek a nomination to act as defibrillator guardian and to undertake its monthly checks. c. Update on recent activity on the Open Space land in Bouth: i. The PC agreed that the day-to-day communication regarding the management of this unregistered land is no longer a matter for the PC. The PC acted within its powers and completed all necessary processes to enact the Open Spaces Act 1906 on behalf of the Bouth community. The community in Bouth is aware of the PC position and has resolved to continue to maintain the unregistered land for the benefit of the community. Any further discussion with other parties is now a matter for the Bouth community and not the PC. In the case of any of the parties raising concerns about the legality of the actions of other parties these should be referred to the Police. The PC agreed that matters relating to the management of this unregistered land will no longer be included as a CPC agenda item.	<p>JH</p> <p>IW</p> <p>JT</p> <p>JH</p>

COLTON PARISH COUNCIL

	<p>ii. The PC noted that the Clerk continues to receive emails about this unregistered land and its management. The PC noted that the member of the public has been informed of the PC's position on many occasions. The PC resolved that if the member of the public did not desist, the next step is that the PC will deal with the emails in accordance with its Complex Communications Policy. On that basis the PC agreed that the author of these emails would be advised by the Parish Clerk that the way in which they will be allowed to contact the Parish Council in future may be restricted.</p> <p>iii. The PC agreed that the complaint recently received, from the aforementioned member of the public, was the same in substance as the complaint previously dealt with and resolved as not upheld under the PCs written complaints procedure which was supplied to the member of the public. This matter is therefore now closed and the PC will not take any further action or enter into further correspondence about it other than to advise the member of the public that if they continue to send emails on this subject, in accordance with the PC's Complex Communication Policy the Clerk will not respond to within a 90 days period.</p>	<p>JH</p>
<p>7/2024</p>	<p>Colton Parish Community Plan update:</p> <p>a. Community Plan document status and website upgrade: Cllr Brown was thanked by the PC for the considerable efforts that had been made in getting the draft Community Plan to its current status. It was agreed that the latest version would be sent to Cllr Wharton from Cllr Bennett so that he could provide an objective oversight of the content from a fresh perspective. Cllr Bennett agreed to do this. The PC agreed to discuss some of the specific points relating to holiday lets at the Open Meeting to gain the views of the community in order to finalise the Plan. Regarding the website being upgraded to facilitate ongoing amendment of the Plan, the PC agreed a ceiling figure of £350 that would enable this to be achieved via a function on the website.</p> <p>b. End of consultation community celebration event and launch of the Community Plan: Cllr Bennett agreed to give a presentation at the Open Meeting and would require hard copies of the presentation to hand out to attendees. She confirmed that Mike Postle had agreed to attend the meeting and update on Parish IT and broadband plans and additional local experts have been approached to update on their areas of expertise. It was agreed that the Parish Clerk would follow up on the invitation to Giles Archibald issued by Cllr Bennett.</p>	<p>AB</p> <p>ALL</p> <p>JH</p>
<p>8/2024</p>	<p>Planning:</p> <p>a. The Parish Council considered the following planning application: 7/2024/5152 at Close Foot, Spark Bridge, LA12 8BT. Demolition of defective 2-storey lean-to outbuilding and construction of new 2-storey side extension. (Resubmission of withdrawn Application Ref: 7/2023/5643). CPC agreed a NEUTRAL response to this 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> <p>d. Outstanding complaint regarding quarrying/excavation at Hulleter Farm: Due to concerns raised by a member of the public, the PC had been in communication with the LDNPA who have an outstanding enforcement issue at this site. These were concerns that that the recent works on fields had impinged in terms of accessibility onto a public footpath and that considerable excavation and track work appeared to be in progress. This may be an issue for the planning</p>	

COLTON PARISH COUNCIL

	<p>team to investigate as no application had been submitted for new access tracks or major extraction. In addition, concerns were raised that pesticide spraying on fields that may result in run-off into nearby watercourses. This latter item may be a matter for The Environment Agency rather than LDNPA planning. The Council is awaiting further contact from the enforcement officer from LDNPA.</p>	
9/2024	<p>Finance, Accounts, Assets and Audit:</p> <p>a. The PC approved the following payments:</p> <ul style="list-style-type: none"> i) Parish Lengthsman (March), £100.00 ii) Temple Heelis, legal advice, £420.00 iii) CALC subscription, £249.27 iv) D Malley, payroll provider, £120.00 v) Clerk salary (April) £500.97 vi) The PC also to note that, due to an incorrect S/O payment of £43.13 for March payroll, the salary correction of £457.84 was paid on 3rd April. In addition the sum of £86.26 representing the S/O underpayment for January and February was also paid on 3rd April, the total sums having been previously approved on 30th January, 26th February and 26th March meetings respectively. The S/O is expected to be corrected by the bank for the April salary. <p>b. The PC received and approved the PC Risk Assessment for 2024/25</p> <p>c. The PC received and approved the PC Asset Register for year ending 2023/24</p> <p>d. The PC received and approved the Q4 bank reconciliation for 2023/24</p> <p>e. The PC received and approved the Scheme of Delegation to the Proper Officer (previously circulated)</p>	
10/2024	<p>Correspondence shown below was noted by the Council (relevant documents were previously circulated):</p> <ul style="list-style-type: none"> a. Emails from a member of the public in relation to Open Space land in Bouth b. Emails from members of the public regarding Parish Council elections c. Email from a member of the public in relation to footbridge over Ashes Beck, Thwaite Head. It was agreed that as this is not a PC asset that the ownership needs to be established to enable action to be taken by the appropriate individual or organisation. d. Email from CALC requesting nominations for a Director for the CALC Board South Lakeland Area. 	
11/2024	<p>Items for the newsletter:</p> <p>The following items were raised by Council for inclusion in the newsletter:-</p> <ul style="list-style-type: none"> a. Parish Open meeting b. PC elections and co-options 	
12/2023	<p>Items for the next PC agenda</p> <ul style="list-style-type: none"> a. 2024 Parish Council election update b. AGAR update c. Rusland Show 	
13/2023	<p>Date and time of next meeting</p> <p>The next meeting of the Parish Council, the Annual PC meeting, will take place at 7pm on Monday 20th May 2024 at Bouth Village Hall. As the meeting will not be quorate it is likely that this meeting will not take place until additional Councillors have been elected.</p> <p>Please note that the Annual Meeting of the Parish takes place on Saturday 18th May at Rusland Reading Rooms, (10-12), information to follow via Colton Link and the website.</p>	ALL