

Arkholme with Cawood Parish Council

DRAFT Minutes for meeting Monday 5th November 2018 in Arkholme Village Hall

The Clerk Gillian Newton, 14 Marton Drive, Morecambe, LA4 6RB. Tel: 07773678608 gillianhodgson6@gmail.com

Present: Cllrs Graham Jackson-Pitt, David Howarth, Chris Preston, Rachael Gibson, City Cllr Roger Mace and the clerk Gillian Newton. Lisa Vines, Elections Officer, Lancaster City Council present at the meeting to discuss election procedure prior to election on May 2019. No members of the public were present.

1. No apologies for absence were received.
2. Minutes of the meeting held on 20th June 2018 were read, proposed by Cllr Gibson, seconded by Cllr Preston and signed as a true record by Cllr Jackson-Pitt.
3. Clerk's report
 - a) **Co-option of fifth councillor urgently required.**
 - b) Highway Safety signage "Community Concern Speed Area". Also see agenda item 11
 - c) Handover of keys for lockable grit bin and noticeboard. Laminated signage informing public of appropriate use of grit from bins FOR HIGHWAY USE ONLY.
4. **PACT** No crimes reported during May, June or July. Theft reported on or near The Herb Gardens in August – Investigation complete, insufficient evidence to bring anyone to justice. The link to local crime figures available at www.police.uk Lancashire Constabulary>Kellet & Borwick and then your postcode. Contact PC 3573 Rob Barnsley Community Beat Manager or PCSO 7109 Sarah Shepherd morecambep@lancashire.pnn.police.uk Tel: 101 for non-emergencies.
5. **Finance**
 - a. Internal audit of accounts carried out by Mr Michael Cornall during October.
 - b. Completion of Certificate of Exemption of external audit for PKF Littlejohn LLP agreed by Cllrs.
 - c. CHEQUE 584 D&B Smith £19.90 for hammerite paint for use on noticeboard agreed by Cllrs.
 - d. CHEQUE 585 D&B Smith £10.00 for flower tubs on village green agreed by Cllrs.
 - e. CHEQUE 586 G.A.Hodgson £480.00 quarterly wages April/May/June and July/Aug/Sept and Oct/Nov/Dec agreed by Cllrs.
 - f. CHEQUE 587 G.A.Hodgson £22.79 expenses – stationery and dongle agreed by Cllrs.
 - g. CHEQUE 588 HMRC Customs PAYE £40.00 tax due 5th December agreed by Cllrs.
 - h. CHEQUE 599 Carnforth Bookshop £25.00 book voucher for internal auditor agreed by Cllrs.
 - i. CHEQUE 560 Carnforth Bookshop £30.00 Hopewell Cup Competition agreed by Cllrs.
 - j. S137 request from Mr Andrew Bonwick regarding the Peace Pole erected within Arkholme CofE Primary School. Commemorative brass plaque approximately £100.00 and cost of materials for concreting the Peace Pole £23.00 CHEQUE 561 £123.00 agreed by Cllrs.
 - k. S137 request from Jasmine Weeks regarding costs incurred for higher education.
 - l. S137 donations to local charitable groups closing date before end of day on Friday 14th December.
 - m. Precept setting - deadline beginning of February 2019, Cllrs provisionally agree to 0% increase to parishioners.
Cheques signed by Cllrs Jackson-Pitt and Preston.
6. **Planning applications**
 - a) **18/00473/FUL & 18/00474/LB** Partial demolition of Shippon extension and change of use to form a one bed holiday-let, part demolition and change of use of bungalow, erection of rear and side extensions and associated landscaping to form a holiday let for Mr W.E. Archer, Gowan View, Kirkby Lonsdale Road, Arkholme, LA6 1BE **Permitted.**
 - b) **18/00428/FUL** Erection of an extension to silo pit and erection of an extension to machinery store for Mr W. Harrison, Brownside, Docker Lane, Arkholme, LA6 1AR **Permitted.**
 - c) **18/0110/TCA** Notification to carry out works to trees – Crown reduce 1 x yew tree, not exceeding 25% of its overall live crown mass for Victoria Sinclair, Undercroft, Main Street, LA6 1AU **Permitted.**
 - d) **18/0109/TCA** Notification to carry out works to trees – T1 Cherry = Reduce and rebalance crown; T2 Ash = Lift canopy height and reduce, not exceeding 20% of the overall live crown mass; T3 Horse Chesnut =

Lift canopy height and reduce, not exceeding 20% of overall live crown mass, rebalance canopy for Sapsford, Ivy Cottage, Main Street, Arkholme, LA6 1AX **Permitted.**

- e) **18/00645/REM** Reserved matters application for the erection of 17 dwellings (C3) for Mr Edward Hayton, Land East of Arkholme Methodist Church, Kirkby Lonsdale Road, Arkholme **Awaiting decision.**
- f) **18/00648/REM** Reserved matters application for the erection of an agricultural workers dwelling for Mr and Mrs Barker, Gunnerthwaite, Locka Lane, Arkholme, LA6 1AN **Permitted.**
- g) **18/00740/FUL** Installation of land drainage pipes to rear gardens of Plots 1 – 4 at The Sheiling for Mr Richard Wood, Gardens Rear of 1 – 4 The Sheiling, Kirkby Lonsdale Road, Arkholme **Permitted.**
- h) **18/01122/PAA** Prior approval for the change of use of agricultural building to dwelling (C3) for Mrs K Warburton, Bullcopy Farm, Kirkby Lonsdale Road, Arkholme, LA6 1BE **Permitted.**

Planning applications available for public viewing at <http://planapps.lancaster.gov.uk/publicaccess/>

7. LALC/NALC

- a. September Newsletter
- b. Accounts for year ended March 2018
- c. Cllr Howarth attended meeting on 20th August. Next meeting 26th November.

8. Lancaster City Council

- a. Attendance by Lisa Vines, Election Office, to explain the election process.
- b. Notification of nominal charge for upcoming election of £120 for producing and dealing with nomination packs. Further charges to be incurred if there is a contested Parish Council Election (more than 5 nominations for this PC).
- c. Consultation on Local Plan Draft Suggested Modifications <http://www.lancaster.gov.uk/planning-policy/local-plan-suggested-modification-consultation>

9. Lancashire County Council

- a. Parish and Town Council Newsletter Summer 2018 circulated.
- b. September and October Consumer Alerts circulated and displayed on the noticeboard.
- c. Highways Act 1980 Section 119 Diversion of Arkholme with Cawood Footpath 4 (Part) at Willow Cottage, Main Street, Arkholme. The order displayed on noticeboard as required.

- 10. Enhancing the village: Interpretation Boards. Cllrs Jackson-Pitt and Gibson to arrange a get-together.
- 11. Complaint from parishioner regarding vehicles speeding through the village and damaged caused to vehicle. Email to Speed Management and reported on FixMyStreet.com
- 12. Hopewell Cup Competition. 3 adult entries and 8 children's entries received. Cllr Gibson and Mrs Louise Jones to judge all entries.
- 13. Christmas event – tree, erection and removal thanks to John Tamlin, Docker Park; festive lights from G.Higton: festive lighting itinerary agreed with Cllrs. Tree lights switch on, Carol singing event and awards of prizes and reading of prize winning Hopewell Cup entries on Thursday 13th December from 6.30pm.
- 14. Resignation of Clerk 31st March 2019.
- 15. The October Rural Services Network Bulletin circulated.
- 16. Clerks and Councils Direct newsletter September issue 119.
- 17. Local Council Administration 11th Edition 2018 by Charles Arnold Baker £103.99 plus £7.00 P&P. Currently have the 6th Edition published 2002
- 18. Proposed dates for 2019 agreed provisionally.
- 19. Business introduced by Councillors
 - a) Cllr Preston reported removal of trees from a property within the conservation area, no notification of a TCA Works to trees application or permission granted. Advise requested from LCC.
 - b) Cllr Howarth reported the unkempt appearance of the entrance to Meadoway. Grass cutting of public areas have been carried out only once during 2018 by LCC contractors. Parishioners have kindly mowed the village green and maintained the verges on Meadoway. Degradation of the pavement reported on FixMyStreet.com

Date of next meeting **Monday 7th January 2019 at 7.30pm** in Arkholme Village Hall

