

**Arkholme with Cawood Parish Council**  
**Minutes of the Parish Council Meeting held Monday 2 March 2020**

**Present:** Cllrs Graham Jackson-Pitt, David Howarth, Chris Preston,  
the Clerk Claire Helme.  
1 member of the public was also present.

1 **Apologies:** Co Cllr Phillippa Williamson

2 **Declaration of conflicts of interests:** none declared.

3 **Minutes of the last meeting held 6 January:** Cllr Preston proposed acceptance of the minutes, this was seconded by Cllr Howarth and signed as a true record by Cllr Jackson-Pitt.

4 **Clerk's report:**

a) **Highways update:**

Main St parking:

A resolution to the problem is proving elusive. When the 'A' boards are outside the school parking problems are resolved but residents are not happy about them being left up for long periods. Safeguarding issues mean that children cannot be asked to help put them up and down. The headteacher was not happy that a member of the Highways team had arrived to discuss them in the middle of the Christmas fair. County highways use 'A' boards outside schools as standard practice which works well in many areas. The other possibility was approaching the County Council about painting yellow markings which previously existed but were removed following residents' complaints. It was agreed to seek the views of residents via Wagtail or another method of communication in due course.

b) update on other actions:

The Hopewell Cup has not yet been engraved or valued but this will be completed in due course by Cllr Jackson-Pitt who has retrieved it from the winner ready to do so. Cllr Jackson-Pitt has obtained duplicates of the missing bank statements from Lloyds bank.

Actions:

Cllr Jackson-Pitt to arrange engraving and valuation of Hopewell Cup  
Clerk to alter parish insurance when valuation complete.

5 **Planning application:**

**20/00072/FUL** Woodside, Kirkby Lonsdale Rd, Arkholme, LA6 1BA

Retrospective application for the retention of a boundary fence.

Awaiting decision. No comments made by councillors.

6 **Finance:**

a) Cheque no 633 for Arkholme Baby and Toddler Group was cancelled (wrong payee) and cheque no 638 was re-issued to Emily Sapsford and signed by Cllr Jackson-Pitt and Cllr Preston.

b) Cheque 639 for £20 for 'The Lancashire Best Kept Village' competition entry fee was approved by Cllr Jackson-Pitt and seconded by Cllr Preston.

c) The proposal to consider on-line banking was discussed and it was decided to opt for a viewing option only for all 3 signatories and the Clerk for the time being. Rachael Gibson needed to be removed as a signatory.

Action: Clerk to pursue with Lloyds Bank.

- 7 **Best Kept Village Competition:**  
The grit bin on the village green still needs moving and re-siting but we have County Council permission to do so. Cllr Howarth has a contact that can add the new location to the council list with the new co-ordinates if done before the end of the month. There are too many litter bins on and around the village green and the competition co-ordinator (Trevor Manton) would like to relocate one as the village green looks cluttered. A letter was read out from a resident who was unhappy about the moving of bins and the potential cost to the city council of relocation although we hope to use volunteers. Trevor has also sourced a dog waste bag dispenser at £65.  
Actions:  
Clerk to get city council permission to move the litter bin.  
Clerk to try and source a cheaper dispenser.  
Clerk to reply to resident's email with an explanation regarding the moving of the bins.
- 8 **Neighbourhood Plan:**  
Chris May had sent a report to say that a 35% response rate from residents, via the web-survey tool Survey Monkey, had been achieved which equates to only about 35 out of 140 households. The group's proposal is to produce an interim report from the data gathered in the first phase so that these interim results can be used to prompt further households to complete the survey. Launch Chair, Chris May was able to source a trustworthy postgraduate research student to work for £100 per day on the report and about 4 days work would be needed. It was thought that around a 60% response rate would give a valid sample worthy of analysis and questionnaires to achieve this could be inserted into Wagtail after the report was completed. Therefore the maximum budget request from the AVSPNP group for production of the interim report to the Parish Council would be £400.  
Councillors discussed the proposal at length, and were broadly supportive, but unanimously decided that further funding could not be agreed without a much higher response rate being achieved in the first instance.
- 9 **Co-option of new Councillors:**  
Cllr Preston stated that he had received some interest from a resident. Cllr Jackson-Pitt advised that interested parties should contact the Clerk or attend the next meeting. He also planned to put an article in Wagtail to explain the role of a parish councillor.  
Action:  
Clerk to put a notice on the board advertising councillor vacancies.
- 10 **Parish Assembly date and speaker/theme:**  
The date was set for 4 May and various options for speakers were discussed such as Lune Valley Beekeepers, Lune Rivers Trust etc. The Clerk brought up the idea of LuneTube who show interesting short films on local places accompanied by a talk.  
Action:  
Clerk to investigate the LuneTube proposal.
- 11 **PACT report:**  
A short report on local crime, provided by Co Cllr Williamson, was read out by the Clerk and this would be circulated to all residents after the meeting. After her meeting with Lancaster and Morecambe Police's Partnership Officer it was agreed that Phillippa will

compile a sort narrative update every 4-6 weeks on police activity in Lancaster Rural North. This will be based on information the police are able to share but will be much more informative than the Constabulary website.

12 **Additional business:**

Village pounds

The rent for the pounds is usually set at the AGM in May. One of the pounds is currently rented by a triumvirate; Mrs Dinsdale stated that she wished to continue but Mrs Shannon did not and she had not heard from Mrs Gibson yet. She was not sure of the exact date the arrangement started but she believed that it was in the spring although the rent was actually paid later in the summer. The Clerk had received the rent for the other pound in January.

Drains

Cllr Preston advised that all the drains on Main Street needed cleaning out as they had not been done for years.

Action

Clerk to report drains to Lancashire County Highways.

Tree Planting

The Clerk had received information from Stefanie Grey, Development Officer, Lancaster City Council about tree planting initiatives. For Parish Councils that were able to identify suitable locations 85% of trees from the Woodland Trust would be donated. Cllr Jackson-Pitt stated that he already had a project planned to do this with the school at zero cost on the playing fields. No other suitable locations were identified at the present time.

13 **Date of next meeting:**

This was scheduled for Monday 6 April at 7.30pm.

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