



**Minutes of the Parish Council meeting held on Monday 01 June 2020
via Lifesize Video Conference**

Present: Councillors Juliet Hoggar, Ian Mitchell, Chris Evans, Geoff Woof,
Emma Richardson, Gary Seekins

District Councillors: Kevin Lancaster

To be presented for acceptance at the Parish Council meeting on Monday 06 July 2020

| | | | |
|-----|-----|---|--|
| 198 | /20 | Apologies for absence: The Chair welcomed everyone to the meeting and acknowledged the resignation of Graham Dalton. It was suggested a letter of thanks be sent to Mr Dalton for his many years of service to the council and it was RESOLVED to do this. RESOLVED to accept apologies from County Councillor Nick Cotton. | |
| 199 | /20 | Declarations of Interest: RESOLVED that there were no declarations of interest. | |
| 200 | /20 | Minutes of the meeting held on Monday 04 May 2020: RESOLVED to approve the minutes of the meeting on Monday 04 May 2020 as a correct record. A copy will be signed by the Chair when safe to do so. | |
| 201 | /20 | Minutes of the extraordinary meeting held on 27 May 2020: RESOLVED to approve the minutes of the extraordinary meeting on Wednesday 27 May 2020 as a correct record. A copy will be signed by the Chair when it is safe to do so. | |
| 202 | /20 | Co-option of new councillors: Details of people interested in joining the council had been circulated to all councillors prior to the meeting. An opportunity to discuss the candidates was offered but all agreed that both candidates would make excellent additions to the council. RESOLVED to co-opt Jocelyn Manners-Armstrong and Michael Akrigg to the council. An invitation to join the meeting was then sent to both new councillors who then joined the meeting. | |
| 203 | /20 | Clerk's Report: RESOLVED to accept the Clerk's Report. Cllrs. Woof and Seekins offered to assist in laying the temporary surface at the car park and the Clerk will liaise with them. It was noted that the council had not received any further information from the school governors regarding the boiler. Volunteers were requested to collect the signs for Beech Hill in Kendal. Thanks were offered to the Clerk for his work on securing a reduced insurance premium. | |
| 204 | /20 | Chair and Member Announcements: | |

Chairperson:.....

Date:.....



**Minutes of the Parish Council meeting held on Monday 01 June 2020
via Lifesize Video Conference**

| | | | |
|-----|-----|--|--|
| | | <p>The Chair welcomed Michael and Jocelyn to the council.</p> <p>It was noted that the Meditation Centre had not been sent a reply and it was agreed that this was to be discussed at the Amenities and Environment Committee in July. An acknowledgement had been sent advising this.</p> <p>It was noted that there had been very little public attendance at the council meetings since the move to telephone/video conferencing. A number of reasons for this were suggested and it was RESOLVED that the council should reach out to those members of the public who attended physical meetings regularly to see if any help in accessing meetings could be offered.</p> <p>The grass cutting at the church yard in Dent seems to have been missed. The Clerk will chase up SLDC to find out what has happened.</p> | |
| 205 | /20 | <p>County and District Councillor Announcements:</p> <p>It was reported that Sedbergh Parish Council were hoping to re-open their public toilets as soon as possible.</p> <p>Cllr Mitchell reported that he will no longer be a member of the Planning Committee at YDNPA.</p> | |
| 206 | /20 | <p>Public Forum:</p> <p>RESOLVED that there were no members of the public present.</p> | |
| 207 | /20 | <p>Committees and Working Groups:</p> <p>Following the resignation of Graham Dalton, a number of vacancies had arisen on the council's committees. RESOLVED that the vacancies will be filled by the new councillors as follows:</p> <p>Cllr Akrigg will join the Car Park and Playing Field Committees Cllr Manners-Armstrong will join the Policy and Resources and Planning Committees.</p> <p>It was noted that all of the committees except the Planning Committee were chaired by either the Chair or Vice-Chair of the full council. The Planning Committee will appoint a chair at its first meeting. It will also make arrangements for meeting to discuss applications, possibly via video conference.</p> <p>The Clerk will contact Graham Dalton to find out if he intends to remain on the charity committees to which he was the council's representative. Clerk to also check whether these charity committees require a council member rather than a representative.</p> | |
| 208 | /20 | <p>Standing Orders:</p> <p>Revised Standing Orders were circulated prior to the meeting and it was RESOLVED to adopt these.</p> | |
| 209 | /20 | <p>Financial Regulations:</p> | |

Chairperson:.....

Date:.....



**Minutes of the Parish Council meeting held on Monday 01 June 2020
via Lifesize Video Conference**

| | | | |
|------------|------------|--|--|
| | | Financial Regulations were circulated prior to the meeting and it was RESOLVED to adopt these. | |
| 210 | /20 | Code of Conduct: The Code of Conduct was circulated prior to the meeting and it was RESOLVED to adopt this document. | |
| 211 | /20 | Retention of Documents Policy: The Retention of Documents Policy was circulated before the meeting and it was RESOLVED to adopt this. | |
| 212 | /20 | Internal Audit: The Clerk presented the Internal Audit report to the council. All regulations had been complied with and there were no concerns. It was RESOLVED to accept this report. | |
| 213 | /20 | Car Park and Toilets: Cllr. Mitchell advised that the Car Park had been re-opened following the meeting on 27 May and his feeling was that there was less parking in and around the village as a result. It was suggested that the toilets would be ready for re-opening by Friday 05 June and should be opened from 10am – 6pm only to allow for proper and safe cleaning at 9am. A full risk assessment had been completed. It was noted that the ticket machine on the car park posed a risk because it was cash only and the council should look to upgrade this ASAP. It was RESOLVED to re-open the toilets as soon as all measures required in the risk assessment had been put in place. It was RESOLVED to move further discussion regarding the cleaning and the employment of the current cleaner to a private session of the council, immediately after this meeting. | |
| 214 | /20 | Policy and Resource Committee: RESOLVED that this committee had not met in the last month and the next meeting was scheduled for 19 October 2020. | |
| 215 | /20 | Amenities and Environment Committee: RESOLVED that this committee had not met in the last month and the next meeting was scheduled for 20 July 2020. | |
| 216 | /20 | Car Park Committee: The minutes of the meeting on 18 May 2020 were presented. Minute 213/20 above covers most items in the minutes but it was noted that other projects were still ongoing. These included the noticeboard to replace the barn doors and the improvement scheme for the car park. It was RESOLVED that the Sanitary Bins should now be ordered. | |

Chairperson:.....

Date:.....



**Minutes of the Parish Council meeting held on Monday 01 June 2020
via Lifesize Video Conference**

| | | | | | | | | | | | | | |
|---|---------|---|---|--------|--|---------|--------------------------------------|---------|---------------------------------------|--------|-----------------------------|--------|--|
| 217 | /20 | <p>Playing Field Committee: RESOLVED that this committee had not met in the last month and the next meeting was scheduled for 22 June 2020.</p> | | | | | | | | | | | |
| 218 | /20 | <p>Planning Committee: One application had been received in the month S/01/329 at Shoolbred Barn, Dent, LA10 5TD - full planning permission for conversion of barn to dwelling and installation of package treatment plant.</p> <p>The committee had noted that the intended use of this property (full time residence or second home/holiday let) was not clear from the application and more information had been requested from YDNPA before making comments.</p> | | | | | | | | | | | |
| 219 | /20 | <p>Finance: RESOLVED to note the bank balances as Current Account £20,573.42 Deposit Account £32,584.45</p> <p>RESOLVED to note the invoices paid since the last meeting as Information Commissioner's Office £35.00 Tony Playfoot £100.00</p> <p>RESOLVED to authorise the following payments</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Scott Thornley (Admin and Clerk's Expenses)</td> <td style="text-align: right; padding: 2px;">£24.55</td> </tr> <tr> <td style="padding: 2px;">Zurich Municipal (Insurance 2020/2021)</td> <td style="text-align: right; padding: 2px;">£631.82</td> </tr> <tr> <td style="padding: 2px;">CALC (Annual Subscription 2020/2021)</td> <td style="text-align: right; padding: 2px;">£186.13</td> </tr> <tr> <td style="padding: 2px;">Jean Airey (Internal Audit 2019/2020)</td> <td style="text-align: right; padding: 2px;">£75.00</td> </tr> <tr> <td style="padding: 2px;">Sign Man (Beech Hill Signs)</td> <td style="text-align: right; padding: 2px;">£90.00</td> </tr> </table> <p>RESOLVED to authorise the paying of future electric and water invoices by Direct Debit.</p> <p>It was suggested that the Clerk should send an update of allocated balances to all councillors.</p> | Scott Thornley (Admin and Clerk's Expenses) | £24.55 | Zurich Municipal (Insurance 2020/2021) | £631.82 | CALC (Annual Subscription 2020/2021) | £186.13 | Jean Airey (Internal Audit 2019/2020) | £75.00 | Sign Man (Beech Hill Signs) | £90.00 | |
| Scott Thornley (Admin and Clerk's Expenses) | £24.55 | | | | | | | | | | | | |
| Zurich Municipal (Insurance 2020/2021) | £631.82 | | | | | | | | | | | | |
| CALC (Annual Subscription 2020/2021) | £186.13 | | | | | | | | | | | | |
| Jean Airey (Internal Audit 2019/2020) | £75.00 | | | | | | | | | | | | |
| Sign Man (Beech Hill Signs) | £90.00 | | | | | | | | | | | | |
| 220 | /20 | <p>Exceptional Items: RESOLVED that there were no exceptional items to discuss.</p> | | | | | | | | | | | |
| 221 | /20 | <p>Date of next meeting: RESOLVED that the next meeting will be held on Monday 06 July 2020, likely via video conference.</p> | | | | | | | | | | | |

Chairperson:.....

Date:.....



**Minutes of the Parish Council meeting held on Monday 01 June 2020
via Lifesize Video Conference**

| | | | |
|--|--|--|--|
| | | | |
|--|--|--|--|

Chairperson:.....

Date:.....