

# Lamplugh Parish Council

Parish Clerk; John Sloan, High Mill Barn, High Lorton, Cockermouth. CA13 9UB (0190085833)

## Minutes of Parish Council Meeting (No 344) of Lamplugh Parish Council held on Wednesday 17th November 2021 at 7:00pm in the Kirkland Mission

Parish Councillors required to attend;

Roger Braithwaite (Chair), Ed Surman (Vice Chair), Michael Watts, Robert Daglish, Paul Wilson and John Sloan (Clerk).

Also Invited: Arthur Lamb (County Councillor), Gwyneth Everett (Borough Councillor), Steve Morgan (Borough Councillor) and Angela Meek (new Clerk to be).

Present; Roger Braithwaite, Paul Wilson, Michael Watts, Robert Daglish and John Sloan (Clerk).  
Plus; Arthur Lamb (County Councillor), Angela Meek, Ian Parker (Vicar) and Gwyneth Everett (Borough Councillor).

### Parish Council Meeting Minutes (344) 17th November 2021

1. Ed Surman and Steve Morgan sent apologies. The Chair opened the meeting and introduced the new prospective Clerk Angela Meek. Those present then held a minutes silence in memory of councillor Sandy Roberts who sadly passed away recently. Roger Braithwaite declared an interest in the agenda item relating to the planning application for the Winnah area as his house is close to the site. A potential new councillor was also present who hopes to become a parish councillor at the January meeting. The new Clerk to be, Angela Meek, will be starting work on the 1<sup>st</sup> December and overlapping with the current Clerk during that month. The Clerk had prepared a contract for signature at the end of the meeting.
2. The minutes of the previous meeting (No 343) held on the 15th September 2021 were agreed and signed by the Chair.
3. Tasks arising from the Council meeting (No 343) held on the 15th September 2021 were reviewed and any of significance had been added to this agenda.
4. The main items of correspondence to 17<sup>th</sup> November 2021 were reviewed by the Chair: a letter had been received from the Pensions Regulator requiring confirmation that the parish councils employee (Clerk) does not wish to be enrolled onto the scheme. The Chair/Clerk need to respond by April 2021, a hard copy of the letter will be included in the Clerks handover package.
5. Finance Matters:

- a. To note the balance held in the building society as at 30/10/2021;

	31st August 2021	31st October 2021
Cumberland BS	£21,502.06	£20,347.76

Values were confirmed with a copy of the online statement. The account figures were formally accepted and agreed by the councillors.

Income and expenditure details (on spreadsheets) covering the period up to the 31st October 2021 were reviewed and data agreed by the councillors. Rob Daglish has the necessary forms to complete the application to become a signatory on the CBS account but will wait to see how his new job affects his ability to continue as a councillor. The new Clerk, Angela Meek, will need to be added to the Cumberland building society account and Sandy Roberts name removed. The

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current Clerk ( John Sloan) will remain as a signatory until the New Year or the successful inclusion of the new Clerk.

The Clerk noted that the account should be at least £15k in credit at the financial years end. Still no invoices have been received from the landscaping contractor (Harvey Davidson/Big Foot) for any of this years grass cuts, nor the tree removal at Cross Gates. The Clerk estimated that the final bill should be around £1,150; around £900 for the landscaping/grass cutting and £250 for the tree removal. The rolling 3 year contract for parish landscaping is up for renewal after March 2022, the failure to provide invoices on time and as per contract is not helpful for accounting purposes.

- b. There were 4 cheques to sign at this meeting; the Clerks final salary payment for the 3<sup>rd</sup> Q, Clerks final expenses for the year, payment of annual fee to the Information commissioner's office (new Clerk to check if this is an absolute necessity as many parish councils do not pay the fee) and final payment to Cumbria payroll services for Clerks final salary (new Clerk does provided information directly to HMRC so this service will not be required in future). The summary table for the schedule of payments and receipts was reviewed and signed by the Chair.
  - c. The third quarter internal audit will be arranged by the Clerk. The draft budget for the next financial year had been circulated before the meeting by the Clerk. A table of the figures for the last year and the proposed future budget was discussed (attached). In summary; the parish council is still expected to have an excess of funds at the end of the financial year so no increase in the level of precept will be required in 2022-23.
6. Public Participation Slot; Ian Parker (vicar) noted that the bridleway between Winnah and the Loweswater road was overgrown and had ripped his waterproof on the thorns. The Clerk and Arthur Lamb will contact Cumbria highways to see when the base of the path was last cut. Note that the hedgerows are the responsibility of the adjoining landowners who can be asked to tidy the Sides of the path. Gwynneth Everett spoke about garden waste collections, ongoing problems with staff absence means that collections will carry on into December. There are green energy grants available for low income families. There will be free entry at the Beacon for locals on some Fridays before Xmas. Arthur Lamb mentioned that as a result of the proposed local government reorganisation that the number of councillors will decrease from 384 to 111. Whilst this may look good from a cost/simplification viewpoint it will mean that a lot more work will fall on fewer shoulders and that the vast majority of councillors will become full time. The traffic lights at Fitz Bridge will be removed with a traffic priority scheme put in place. The Eskett quarry liaison committee will need a representative from the parish council once it reconvenes; Arthur will keep the parish council up to date. The hunt for safe storage of nuclear waste (GDF) has progressed to form a Mid Copeland community a South Copland community partnership is expected soon. A cash incentive of around a million pounds is available for the volunteer community. A similar proposal has been put forward by Allerdale BC which means that if it were to go ahead then Lamplugh may be more involved as it has a boundary with Allerdale. It would be worth knowing about any potential downsides or upsides to this possibility. A decision on the proposed new Whitehaven coal mine will be made in January.
7. Landscaping; Still no invoice from contractor (Bigfoot) for any work carried out this year. A quote from Sam Pagett to drop the height of the hedge at Crossgates was accepted and the work has been completed with a little bit of tidying still to do. Sam's advert for insertion into the parish magazine for 12 months will be paid for by the Parish council to cover the cost of dropping the height of the hedge.

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8. Planning matters; two new applications had been received one at Lamplugh Green (extension to rear) and one at Cockan (extension to side), neither were considered to require comment from the council.  
The parish council has previously commented on the two retrospective planning applications at Winnah and the application is currently undergoing a 21 day review by Copeland BC planning department. The new additional supporting information was considered but did not alter the previous position of the PC which was to recommend refusal based on the assessments made by Cumbria Highways department that asked for formal traffic assessments to be submitted to address policies LD 7 and LD8. These set standards for safety and access specifications and are statutory to all developments.
  9. Draw up succession plans for new Clerk; a number of items were discussed to help a smooth transition between the Clerks; Angela and Roger signed the contract of employment for Angela to begin work/payment from the 1<sup>st</sup> December (Angela was provided with a copy and the Clerk has the other copy).
    - a) Angela (new clerk) will purchase a new computer for Lamplugh PC up to a value of around £600 and be reimbursed by the council. The data from the old compute will be transferred to the new one and if any cost is incurred then this will also be covered by the parish council. The old black and white printer is now surplus to requirements and will be held by the old Clerk (John Sloan).
    - b) John and Roger will meet up in the mission rooms to filter through all of the old paperwork so that Angela is not overloaded. Some will be kept in storage until the new village hall is built and/or transferred to Copeland BC/Whitehaven library for archiving. Angela may attend this meeting or another one to hand over the hard copies of paperwork and see how the website is updated etc.
    - c) John will hand over the Lamplugh area notice board key to Roger who can arrange for the agendas etc to be placed on the notice boards to save Angela travelling to Lamplugh. John will show Angela/Roger the parish sites covered by the landscaping contract (due for renewal in March).
    - d) John will get the necessary forms to allow Angela access to the CBS account and draw up a list of passwords.
  10. Village hall; the old Village hall (or WI as it was known) has been demolished and blockwork is now in place to begin the new building. It is planned to be completed by the end of March 2022.
  11. Highways; the parish council had received notification from a parishioner that there was a street light out between Lamplugh Cross and the Village hall, Paul Wilson agreed to look into this matter.
  12. Parish website; Clerk will upload the recent agendas, minutes in the presence of the new Clerk.
  13. School status; the school is now up and running and this item will be removed from future agendas.
  14. Newsletter; items for next issue to Michael Watts by the 23<sup>rd</sup> of November. Clerk to provide draft minutes before this date.
  15. Upcoming Meetings/Meetings attended; None.
  16. Items for next agenda; a new Director for Regen NE Copeland will be required to replace Sandy, notify the Clerk of other items in advance of the next meeting.
- The next meeting will be held at 7pm on the **19th January 2022 in the Kirkland Mission.**  
Closure of Council Meeting at 9:15pm.  
Dates for Wednesday night Council meetings in 2022;

Parish Council Meeting (Kirkland Mission)

16th Mar 2022

RS Brindley

6/12/21