**Askham and Helton Parish Council**

**Meeting:** Parish Council Meeting **Date:** Thursday, 28th March 2024

**Venue:** Askham and District Community Centre

**Present:** Laura Harker (LH), Chris Whittaker (CW), Mary Westgarth (MW),

Gary Calland (GC)

**Apologies:** Sophie Riches (SR), Malcolm Holt (MH), John Banks (JB).

**In Attendance:** Sandie Watson (Clerk/RFO), Neil Hughes, W&FC (NH).

**Members of Public:** 0

**Minutes**

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| 292.1  Apologies | MH - Ill  Resolved that the apologies be accepted and the reasons recorded. |  |
| 293.2  Declarations of Interest | 1. Register of Members Interests: Councillors are reminded of the need to update their Register of Interests.  2. Personal/Prejudicial Interests. None received.  3. Dispensation Requests. None received. | **ALL** |
| 294.3  Minutes | Resolved that the minutes from the Parish Council Meeting on 25th January 2024 were accepted as a true record and signed by the Chairman. |  |
| 295.4  Public Participation/  Open Session | No members of the public present. |  |
| 296.5  Outcomes of Actions of last meeting | **Emergency Plan** – as SR was absent the plan was not received. SW to ask SR to circulate to the Council.  **Emergency Hub -** CW purchased small lanterns and batteries to light up the hall when the power supply is off. They will be kept in the hall store- room. LH to write an article to go in the parish newsletter to advise residents that the hall will be used as an emergency meeting hub.  20mph application has been sent to W&FC. | **SR**  **LH** |
| 297.6  External Meetings | NH gave a brief update on road closures. Hopper bus is operating until 3rd November 2024. Westmorland and Furness Way cycling/walking routes - possibility of funding being received. NH will keep us updated of any further developments. |  |
| 298.7  Potholes Askham Fell | GC reported some of the potholes have been filled but there are still many that need to be done up there and also within the parish. GC will report these and water run off issues to W&FC over the coming weeks. | **GC** |
| 299.8  Permissive Footpath from Tirril to Askham | A letter has been sent to Lowther Estates to request permission and explain the proposal. Awaiting response. Clerk to inform Sockbridge and Tirril Parish Council. |  |
| 300.9  Parking in Askham | Complaints have been received about parked cars outside the Health Barn, on the corner of the blind bend and near the T junction. It was agreed this was dangerous. The Council resolved to request the proprietor to ask their clients to use the car park, CW to action. Clerk to put a notice in the parish newsletter to request car owners to not park on the village greens as the cars are damaging the grass particularly as there has been so much rain and the ground conditions are saturated. | **CW**  **SW** |
| 301.10  D Day 80- Event | On 6th June 2024. LH will email the Village Hall committee to see if they have any ideas for the event and report back. | **LH** |
| 302.11  Planning Applications | **Applications:**  **7/2023/3190 Lowther Castle and Gardens, Old Walled Garden, Lowther**  Construction of paths  **Resolved no objection**  **T/2024/005 Castle Villa, Helton, CA10 2QA**  T1 Mature Lime – crown thin by a maximum of 30%. T2 Mature Sycamore – crown thin by a maximum of 30%. T3 Mature Redwood – crown thin by a maximum 10%. T4 Yew – crown reduce by 1 metre all around to improve shape  **Resolved no objection** | **SW** |
| 303.12  Annual Review and Adoption of Council Policies | Resolved, the Council adopted the following policies. Standing Orders, Appraisal Policy, Equal Opportunities Policy, Recruitment Policy, Sickness and Absence Policy, Training and Development Policy, Disciplinary and Grievance Policy, Privacy Notice, Publications Scheme, Grant Policy, Code of Conduct, Financial Regulations, Transparency Code, Dispensation Policy and form, GDPR Privacy Notice, SAR Policy and form, Health and Safety Policy, Retention of Documents Policy, Risk Management Policy, Risk Assessment, Complaints Procedure, Data Breach Policy, Communications Policy, Data Protection Policy, Freedom of Information Policy, Website Accessibility Statement, Pension Policy, Protocol on recording and filming of council meetings. | **SW** |
| 304.13  Financial Report | Resolved: The Clerk circulated the budget and bank reconciliation. Closing balance on 29 February 2024 £4033.11.  The Council reviewed and accepted the transactions and budget 2023/24 updates. |  |
| 305.14  Payments of Account | Resolved. The Council approved for payment:  Clerk’s wages/expenses £1051.32, CPSL £34.80, Hall Hire £16.00, ICO £35, Lamps for VH £48.07, Bedot Media £71.80, Clerks Laptop £840.98 – to reclaim VAT of £373.77, £36.00 Clerks GDPR Training. | **SW** |
| 306.15  Correspondence | CALC newsletter circulated.  GC raised concern for the damage being done to the verges on the Askham Fell road. The Council to consider ideas e.g. passing places, to mitigate the damage and bring to the next meeting. | **ALL** |
| 307.16  Items for agenda and dates of next meetings | Parish Council Meetings:  Thursday, 30th May 2024  Annual Parish Meeting followed by Annual Council Meeting  MW to organise refreshments  SW to invite speaker ‘New Nature Restoration Project’  Thursday, 25th July 2024  Thursday, 26th September 2024  Thursday, 28th November 2024  All meetings held at 7.00pm at Askham and District Community Centre. | **SW**  **MW**  **SW** |

**Meeting closed 20.35pm**