

SEDGWICK PARISH COUNCIL

Minutes of the Meeting held on Wednesday 13 September 2017 at 7:30pm Venue: Sedgwick Village Hall

Present: Cllr B Holmes (Chairperson), Cllr R Gill, Cllr D Willacy, Cllr J Goodland, Cllr G Stoker
Mrs S Roberts (Parish Clerk), District Cllr Eccles and two members of the public.

42/17 **Apologies**

It was resolved for apologies, with reasons given, to be noted from PCSO Boaks, Cllr J Oscroft and County Cllr Gray

43/17 **Minutes**

It was resolved for the Chairperson to sign the minutes of the meeting held on 14 June 2017 as a true record.

44/17 **Declarations of Interest / Dispensation Requests:** None raised

45/17 **Public Participation:**

A resident raised issues concerning urgent highway matters and Council agreed they would be discussed under item 6.

Police Report: 49 incidents have been reported in the wider area with 2 being recorded crimes; the report will be displayed on the Noticeboard and website.

District Cllr S Eccles – Cllr Eccles reported she had attended a meeting as well as several training sessions and there was little to report. She has £300 funding which Council could spend in the parish, it was agreed to use this funding in the purchase of the new slide in the Millennium Field. Clerk to liaise with her in providing the documentation to access the funds from SLDC.

County Cllr B Gray – had sent her apologies and had nothing to report

46/17 **Website**

Cllr Goodland provided a report on the status of the Parish website, a copy of which was handed to the Clerk. It was agreed that the Councillor Details, both Financial return statements, Code of Conduct and Freedom of Information pages should be updated as soon as possible using the information provided in June, as the existing pages show outdated versions. It was confirmed that the format of the financial information was specified by transparency requirements; the unsigned financial return must be included on the website as supplied. It was agreed that the Chairperson would provide a link to the Parish Facebook page and text to update the stop press, canal, highways, Millennium field, Emergency Plan and History pages. There was a general request for up to date pictures to add to the website. The Chairperson requested vote of thanks to Ann and Cllr Goodland for their continued work on the website.

47/17 **Planning: None Received**

48/17 **Highways/Footpaths**

1. **Highways Report:**

- The Clerk updated Council on the progress of all faults reported. The CCC online system is now working and it possible for anyone to go online log a fault using an interactive map. There is also a highways hotline telephone number 0300 303 2992. Both systems require specific information to be added.
- Cllr Goodland said he had discussed the state of the roads, especially at Carex Farm, with MP Tim Farron when he visited the Parish and that he had agreed to contact Highways to request action. Cllr Goodland agreed to follow this up and report back.
- The damaged pavements on Hill Close, which we first reported in 2013 are finally being replaced. Work commenced this week on the top section and the bottom section is scheduled for April 2018.
- Following a request from a resident it was agreed to minute each fault in full so that residents have the necessary details to enable them to report faults, thus increasing pressure on CCC to carry out repairs.

LOCATION	Postcode	Fault	Reference	Logged*	Status
Along riverside from Force Bridge	LA80JU	Erosion of edge near bend Potholes/resurface	W171439589	13/06/2017	Fault assessment
Castle View Junction	LA80JL	Renew Road Markings	W171439590	13/06/2017	Fault assessment
Wakefield Meadow Junction	LA80JD	Renew Road Markings	W171439600	13/06/2017	Fault assessment
Carex Farm to Shyreakes	LA80JJ	Potholes/edges/resurface 2miles	W171439594	13/06/2017	Fault assessment
Castle View Pavements	LA80JL	Repair all pavements	W171439597	13/06/2017	Fault assessment
Hill Close Pavements	LA80JR	Repair all pavements	W171439592		Work commenced but completion expected 4/18
Carex farm	LA80JJ	Crumbled Carriage way	W171435509	20/04/2017	Fault assessment
Cooper Hill	LA80JU	Flood damage to drain	W171440159	21/06/2017	See below
Cooper Hill opp Sedgw.House	LA80JU	URGENT referral of above after further damage by floods	W171446005	31/08/2017	Completed

Many of the faults have been logged prior to 2017 but the logged date now shows when faults have been submitted using the new system.

2. CCC Highways Department have still not responded to our correspondence about a start date for the Aqueduct Improvements, the rescheduled road closure at Shyreakes, lighting near aqueduct, the creation of a 20mph zone and the installation of SatNav warning signs although Helsington Parish have expressed support for the latter. Regret was expressed about the lack of response by CCC because Council can make no progress without their input and support.
3. (see item45/17) A member of the public acknowledged the work done by council in reporting faults but felt further measures were required. He requested Council to write to CCC to
 - complain about the dangerous roads in Sedgwick Parish,
 - ask whether councillors can be present when faults are assessed
 - request that Grid References be used to report faults
 - enquire whether Parishes are able to repair roads themselves.
Council agreed to this request. The chairperson will circulate a draft letter to councillors and copy to Cllr Gray and Tim Farron into the email.
4. It was reported that the verges on the Canal path were in need of trimming; the Clerk will contact the contractors to arrange this work.

49/17 Playground /Millennium Field

1. Cllr Stoker has carried out the monthly check on the Millennium Field and reported back that the safety surface under the swing had been repaired, the new slide was in situ and being well used. The worn bench will be replaced in the spring; Cllr Stoker wished to donate a bench to the Parish. Council approved this and thanked him for this kind offer. The surface under the basketball hoop was wearing and needs attention. Cllr Willacy and Cllr Stoker would consider alternatives and report back at the next meeting. A badminton net would be a good addition and could be attached to the existing poles – this will be considered in the 2018/9 budget.
2. The quote for the Annual Safety Inspection arrangements from Playdale was approved and it is scheduled for September with the report being available at the next meeting.

50/17 Canal

1. Cllr Stoker carried out the monthly inspection of the Canal Pathways and reported the paths were fit for purpose. A stone wall had collapsed on the path and Cllr Willacy had arranged an emergency repair costing £30. Council thanked Cllr Willacy for his prompt action.
2. Chris Graham, the SLDC Countryside Access Officer has responded to our letter regarding the installation of steps on the middle ramp access as requested by a resident petition. He had recently inspected the path in conjunction with his work on the towpath trail initiative and considered them safe; he saw no grounds for an emergency closure. He stated that wherever possible CCC provides ramped access first and stepped access second and provided details of recognised standards for the installation of new steps. Cllr Willacy proposed that considering this advice, steps are not considered and the path remains as a ramp. This was agreed unanimously by Council.
3. Cllr D Willacy had met with Mr Simpson who agreed to replace the boundary in the original location. Correspondence had been exchanged with his solicitors regarding the anomalies with the boundaries registered with the Land Registry and it looks likely that the error will be rectified.

Canal Continued

4. The Chairperson reported that she had continued to chase the Lancaster Canal Regeneration Partnership/Canal and River Trust for information. The outcome of the first stage of their lottery bid for £1.5 million for the canal between Stainton, Hincaster and Sedgwick (which includes the Parish owned section) being "creatively linked" has been successful. An Activity Plan and Conservation Management Plan is now being written and on Tuesday 26th September, a Focus Group will be held at Sedgwick Village Hall to promote the cycle path and involve residents in the plan. Sedgwick Parish Council have not been formally consulted about the project or funding bid and although any change required to convert the path to a cycle path would require our permission, current levels of consultation have not led to a spirit of trust and co-operation. The chairperson has requested re-assurance that there are no plans to acquire permissive rights over the Parish section in order to include it in the Cycle path between Lancaster and Kendal. Nick Smith (CRT) and Helen Moriarty (LCRP Project Manager) have confirmed that they are not focussing on the Parish owned section "at present" because the Kendal to Natland section is the priority. However, their overall aim continues to be to provide a continuous Cycle/Foot Towpath Trail between Kendal and Lancaster and with the situation developing so quickly, council agreed to continue to communicate with LCRP and attend the focus group to represent the views of residents as expressed during and since the Roadshow event in August 2016. The Chairperson agreed to compose a letter to Helen Moriarty providing an outline of residents' concerns and sharing our Canal Management Plan. It was agreed to include and explanation of the importance of the canal to the village both visually and to the environment, the proximity of the canal to houses and to highlight concerns over the loss of tranquillity along the path for walkers, inevitable increases in noise, traffic, parking congestion, litter etc and the negative impact on the habitat in the walls and hedges which would be removed if the path is widened. It was noted that opposition to the cycle path had been unanimous. (Draft to be circulated to Councillors for approval).
5. It was noted that there are very promising signs of regeneration of the canal bed habitats, with flowers (including orchids) and deer.
6. Lancaster Canal Trust have successfully taken core samples of the canal bed and Council agreed in principle to allowing further investigation if it would be useful.

51/17 Sedgwick Village Hall:

- 1 Cllr Goodland reported how well the Hall was being used over the summer and the income generated was improving.
- 2 Cllr Goodland presented the village hall hire agreement for the Clerk to complete.
- 3 The BT Broadband contract for the Village Hall is due for renewal. The Clerk presented a comprehensive comparison of alternative providers and a much better value for money service was chosen. Council agreed to continue to fund the service to residents so that free wi-fi was available at the Village Hall. Cllr Goodland agreed to ask whether the Village Hall Committee would consider managing the new contract and report back.

52/17 Community Emergency Plan

Correspondence had been received from Debbie Binch- Community Engagement Officer for Cumbria with further advice and a request to provide our CEP in a preferred format. Cllr Stoker and Cllr Holmes have transferred all information into this format – it will be circulated in two forms; a restricted access version containing contact details (CRG only) and an unrestricted version for general circulation including WI, G Wadsworth, website and Debbie Binch. It was agreed not to attend COBRA sessions in Penrith. The purchase of the recommended grab pack was seen as a good addition to Parish resources and will be considered in the October budget discussion. Correspondence had been received from the WI who agreed to work with the Emergency Planning Team if they were required. It was reported that a team from Kendal Mountain Rescue had been involved in a search operation along the River Kent. The facilities offered by the CEP had been offered to them but it had not been necessary.

53/17 Finance

- a) Bank Balances as of 30 August 2017 Current £6,796.76 & Reserve £10,000.45
- b) Payments: BT £110.64, Clerk salary & expenses £1,294.49, P Airey £30.00 wall repair & External Audit Fees £120.00
- c) The Accounts Report from Meeting Dated 14th June 2017 was agreed and signed
- d) Results of the External Audit where received and the notice displayed in the cabinet.

54/17 Newsletter:

The Summer Newsletter had been distributed in August with the household emergency leaflets and displayed on the Website. Feedback had been received from a resident regarding difficulties reporting highways faults without postcodes. It was agreed to discuss whether an Autumn Newsletter would be sent out next month.

55/17 Correspondence:

1. Complaint received 17th August 2017 from the Strickland Arms: this had been investigated by the Clerk as directed by the legal department in SLDC. All councillors had confirmed that they were not involved a response has been sent to the complainant. It was unanimously agreed to show support for the Strickland Arms by booking the annual Christmas Meal there.
2. Correspondence 19th June Air Ambulance Charity: - thanked Council for the donation of £100.
3. Invitation to Lancaster Bicentenary Event 19th September 2017, Councillors had received the information if they wished to attend
4. General Data Protection Regulations training for Parish Councils, date to be arranged- Chairperson felt two members of the Council needed to attend this training.
5. Cyber Proficiency Training Friday 15th September 2017, received and noted.
6. Request received from Hill Close Residents for a "Caution Children Playing" sign. Cllr Eccles provided information about how similar signs had been installed in Endmoor and confirmed that the Council could proceed with installation without obtaining further permission. It was agreed that the Chairperson would purchase a sign and Cllr Willacy agreed to install it in a prominent position on the verge owned by Hill Close Residents. Council would write to all residents on Hill Close to make sure nobody had any objection before commencing installation.
7. Cllr Goodland presented a letter giving notice of his resignation with immediate effect. It included an offer of continued involvement as website co-ordinator and Village Hall Representative. This will be discussed at the next meeting. Councillors unanimously thanked him for his contribution to the Parish.

56/17 Items for consideration for a future agenda

- Highways Communication
- Canal Path Inspection
- LCRP include Focus Group Event feedback
- Canal Land Registry update
- PCSO Report
- Village Hall update
- Emergency Plan update
- Discuss Millennium Field Annual Safety Report
- Website Update
- Autumn Newsletter
- Budget review
- Website and Village Hall representation

57/17 Date of next meeting

It was confirmed that the next Parish Meeting will be on Wednesday 11th October 2017 at 7.30pm and will be held in the Sedgwick Village Hall.

The meeting closed at 9 50 pm

Signed: (Chairperson)
Date: 11th October 2017