

MURTON PARISH COUNCIL

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MINUTES OF ORDINARY MEETING OF MURTON PARISH COUNCIL

5 November 2018

Present: Alastair Bell, Barbara Govan (Chairman), Debbie Hewitt Anne King, Pat Laverty (Vice Chairman), Tina Longstaff, Alan Taylor.

- 67/18 Apologies for Absence** – There were no apologies.
- 68/18 Declarations of Interest** – Cllr Bell made a declaration of interest with regards to item 9 (Planning Applications).
- 69/18 Minutes of Previous Meeting**
Resolved: that the minutes of the Ordinary meeting on 6 August 2018 be signed by the Chairman of the meeting as an accurate record.
- 70/18 Open Session** – one issues raised by a member of the public was raised and was discussed under item 6 (CCC Highways).
- 71/18 EDEN DISTRICT COUNCIL**
- 71/18/1 Planning Application 18/0410** - Heather Bank, Brackenber, Appleby CA16 6LP - Erection of a free-range egg unit with associated feed bins, hardstandings and access track. It was noted that this application had been approved by EDC Planning Committee.
- 71/18/2 Planning Application 18/0614** - Langton Field, Appleby CA16 6JG - Change of use of agricultural land to siting of 17 static holiday caravan. It was noted that the PC had not supported this application on the grounds of poor vehicular access and visibility. Cllr Bell had declared an interest and had abstained from comment.
- 71/18/3 Planning Application 18/0681** - Linden House, Hilton CA16 6LU - Reserved matters application in respect of access, appearance, landscaping, layout and scale. It was noted that the PC had written in support of this application.
- 71/18/4 Planning Application 18/0728** - Brackenber House, Brackenber, CA16 6LP - Renovation of existing farmhouse dwelling, barn conversion and replacement of outbuildings. It was noted that the PC had written in support of this application.
- 71/18/5 Planning Application 18/0862** – Fairview, Hilton, Appleby CA16 6LU. This application for proposed alterations to include a side extension incorporating additional living accommodation and a replacement detached garage was discussed.
Resolved: that the Parish Council supports this application.
- 71/18/6 Planning Application 18/0864** – Adjacent to Garth Croft and Langton Field, Appleby – Comments had been requested for this Reserved Matters Application for scale, appearance, landscaping and layout attached to approval 17/0919. The PC had had no objections to the original application and made a few comments that ideally the building should be finished using materials in keeping with other local properties, ie local stone. Cllr Bell left the room and did not take part in the discussion.
Resolved: that the Parish Council supports this application.
- 71/18/7 Footway Lighting** – three lights had been transferred from EDC to Murton PC. EDC had transferred £363 to the PC to cover the first year's costs. A recharge is due in November. EDC will continue to maintain and provide electricity until 2022, after which time an alternative service provider should be available. These three footway lights are due to be replaced with LED lamps by EDC. The remaining footway lights in the parish will not be maintained or replaced.

Signature
Chairman, Murton Parish Council

Barbara I. Govan

Date of meeting

05/11/18

- 71/18/8 Parish Council and District Council Elections** – EDC had provided information regarding the costs of elections scheduled for 2 May 2019. The cost of a PC election would be £672, and basic administrative costs of £105 if no election was necessary. This information was noted for budgeting purposes.
- 72/18** **CUMBRIA COUNTY COUNCIL**
- 72/18/1 Widening of Hilton Bridge** – CCC is awaiting a revised, less expensive design from the contractors. The Clerk was asked to convey Councillors' concerns about the aesthetics of the design of the bridge.
- 72/18/2 Gully Maintenance** – Following repeated requests for gully clearing in Hilton the vehicle had arrived the previous week. The vehicle could not access a particular blocked drain, the overflow from which causes flooding into the garage of Green Tree House. CCC Highways have been informed and will be visiting the site.
The owner of Green Tree House was present and asked for the PC's permission to create a channel to alleviate the problem. This would involve digging up Village Green. The Chair stated that it was not in the PC's remit to give this permission and advised awaiting the outcome of the Highways visit and the opinion of the relevant CCC Officer.
- 73/18 The Battle's Over – A Nation's Tribute** – the PC received an update on the planned beacon lighting on Murton Pike by Army Cadets, barbecue and WW1 song singing at the Institute to mark the centenary of the end of WW1. Cllr Govan will lay the PC wreath at the War Memorial in the Cemetery.
- 74/18 Military Range at Warcop – Commons Deregistration** – Cllr Govan had attended 4 days of the Public Inquiry on the amendment of the Registers of Common Land relating to Murton Fell, Hilton Fell, Burton Fell and Warcop Fell and had read out a statement opposing the amendment. There is a complicated legal argument regarding the definition and determination of whether or not these Commons are 'occupied' in the legal sense pertaining to this situation. The outcome will be announced at a CCC Committee Meeting (public) meeting on 6 December. The MOD's reasons for submitting this application to amend the Registers had not been made clear or what advantage it would give them.
- 75/18 General Data Protection Regulation (GDPR)** – Using templates provided by CALC the Clerk had drafted the following documents: Data Protection Policy, Website Privacy Notice, Freedom of Information Policy, Subject Access Request Policy, Subject Access Request Form, Statement for Website, GDPR Councillor Checklist. Together with the Consent Form previously approved, these will enable the PC to be compliant with the GDPR. More work and training regarding managing e-mails and digital technology will be needed before the GDPR Councillor Checklists could be completed.
Resolved: that these documents be approved.
- 76/18 HEALTH & SAFETY**
- 76/18/1 Cemetery Walls** – The walls had not been repaired because they were in a poor state. Some trees (leylandii) are undermining the wall which is a thin dry stone wall. A tree surgeon has been consulted. The leylandii have shallow roots, some of which are exposed, and this means there is a large amount of movement, especially when there is a prevailing east wind. Two leylandii have fallen in the past. The advice given was that the five leylandii on the east side of the Cemetery should be removed as they are very old and will fall eventually. This could not be done between April and September to the avoid bird nesting period. The wall could be properly repaired once the trees are down.
It was agreed that formal quotes for the removal of the trees should be obtained. The owner of the adjacent field has agreed that it can be used, and this ease of access will reduce the time and overall cost of the project. The estimated cost was later discussed as part of the budget-setting process.
- Fallen Memorial** – A large headstone has been knocked over by a fallen branch. It is horizontal and therefore safe, but resting on unmarked graves. The repair is the responsibility of the

family who erected the memorial. The Cemetery records for the period involved are in Kendal Archives which are closed until February for refurbishment. The Clerk will pursue this when the Archives are open again.

- 76/18/2 Parish Owned Property** – A large replacement noticeboard for Hilton had been purchased and was awaiting installation by the MOD, who had agreed to do this without charge. A section would be marked off for PC and Warcop Range use.
A bench through the fell gate at Hilton, which has been inaccessible and therefore unused for some time, has been removed and is being refurbished by volunteers. A discussion regarding the new location for this bench will take place at the next meeting.
- 77/18 Maintaining the Parish Environment** – no topics were raised for discussion.
- 78/18 FINANCIAL REPORTS**
- 78/18/1 Budget 2018/19 and Current Financial Situation (Appendix 8)** – This report was reviewed.
Resolved: that the current Financial Report and list of Clerk’s Expenses be signed by the Chairman.
- 78/18/2 Budget 2019/20 (Appendix 9)** – the budget and precept for 2019/20 were discussed.
Cemetery maintenance (tree removal and wall repair) will take a large part of the budget and will require use of the reserves.
Funds to cover possible election expenses need to be raised.
The Clerk had received an ex gratia payment for extra hours worked in 2017/18. The increase in workload created by the requirements of the Transparency Code, GDPR and devolvement of tasks onto parish councils will continue. An ex gratia payment for the current year and an increase in hours for the next financial year were discussed and included in the budget. This arrangement will be formalised at the next meeting.
Tenders for the next three years’ Cemetery grass-cutting had been sought, but only one from the current supplier had been received.
Resolved: that the tender for grass-cutting be accepted.
It was noted that current income from Cemetery use was considerably less than in previous years.
As the exact figures needed to calculate the precept will not be issued by EDC until later in the year, a provisional annual precept of £29.83 per household was discussed.
Resolved: that, once the necessary figures from EDC had been received, and if the precept did not exceed £30.00 per household, the Chairman and Clerk can confirm the budget to EDC by their deadline of 24 January 2019 (prior to the next PC meeting).
- 79/18 Correspondence for Information (Appendix 2)** - the list of correspondence was noted. In addition, the Clerk drew Councillors’ attention to the following:
EDC Community Governance Review – the outcome of the consultation exploring whether the name ‘Hilton’ should be included in the parish name was that no change to the name should be made.
- 80/18 Clerk’s report on any actions taken under delegated powers not otherwise mentioned** – No actions had been taken.
- 81/18 Councillors’ reports and items for future agenda** – no items were proposed.
- 82/18 Date of next Ordinary meeting: Monday 4 February 20-19 at 7.30 pm.**
Annual Parish Meeting: Monday 11 March.

The meeting closed at 9.45 pm

A large print version of these minutes is available on request from the parish clerk. All documents relating to this meeting are available here: www.murton.org.uk

Signature 
Chairman, Murton Parish Council

Date of meeting
05/11/18