

# MURTON PARISH COUNCIL

Clerk: June Watson  
Telephone: 017683 52851  
E-mail: [clerk@murton.org.uk](mailto:clerk@murton.org.uk)

Correspondence:  
The Nurse's House, 50 Scattergate Green  
APPLEBY-IN-WESTMORLAND CA16 6SP

---

## MINUTES OF ORDINARY MEETING OF MURTON PARISH COUNCIL (Virtual Meeting) 1 February 2021

**Present:** Alastair Bell, Jack Caldwell, Barbara Govan (Chairman), Debbie Hewitt (part), Anne King, Tina Longstaff and John McDarren. CCC Cllr Andy Connell (part), and EDC Cllr William Patterson.

- 01/21 Apologies for Absence** – there were no apologies.
- 02/21 Declarations of Interest** – There were no declarations of interest.
- 03/21 Minutes of Previous Meeting**  
**Resolved:** that the minutes of the Ordinary meeting held on 2 November 2020 be signed by the Chairman of the meeting as an accurate record.
- 04/21 Open Session** – No issues were raised for discussion.
- 05/21 Elections – Thursday May 2021** – the date of the County Council and Police & Crime Commissioner Elections was noted.
- 06/21 Local Government Reorganisation** – Cllr Connell reported that it is assumed reorganisation will go ahead but no clear proposals from Government have been published.
- 07/21 Pendragon Rally** – the rescheduling of this event to 29 August 2021 was noted. No changes are proposed by the organisers. All arrangements had been supported and approved by the Parish Council in May 2019.
- 08/21 Appleby Fair 2021** – Eden Neighbourhood Policing Team had requested to attend the meeting to discuss planning for this event. Cllr Connell receives updates from the Multi Agency Strategic Co-ordinating Group and gave his opinion that under present Coronavirus legislation the Fair could not take place. However the police had to have contingency plans.
- 9/21 PARISH OWNED PROPERTY, VILLAGE GREENS & ENVIRONMENT**  
**9/21/1 Parish Owned Property** – The noticeboard at Brackenber would be stabilised by Councillors when the weather improves.  
Cllr McDarren was still waiting for a delivery of timber for repairs to the bench at Hilton noticeboard.
- 9/21/2 Village Greens & Environment** – An increase in visitors and residents taking exercise during lockdown has led to cars parking on and damaging Murton Top

Green. Reports of increased dog fouling near Murton and Hilton fell gates and on the Scordale footpath were also reported. Murton is covered by Dog Control Public Spaces Protection Orders which can be enforced by Community Wardens, Police Officers and Community Support Officers issuing Fixed Penalty Notices up to £1,000. It was agreed that:

Dog fouling signs would be obtained from EDC and put up around the parish, a leaflet drop through doors would take place when lockdown rules allow, and residents would be encouraged to report specific events to the EDC Dog Warden. Cllr Patterson said he would contact the Dog Warden regarding publicising this problem which was evident throughout the district.

**9/21/3 Review of the Village Green Management Plan** – Cllr King presented the updated VG Management Plan which has been prepared following the annual walk last summer. It was agreed that the Cemetery should be the subject of six-monthly checks on upkeep. The document would be edited and added to the [www.murton.org.uk](http://www.murton.org.uk) website. Cllr Connell suggested applying to the CCC Eden Local Committee for financial support for refurbishing the two information boards.

**9/21/4 Hilton Drainage System** – Cllr McDarren gave a brief summary of this issue. Following difficulties in selling properties in Hilton without full details of sewerage and drainage, investigations had been made with EDC, Environmental Health, the Environment Agency, United Utilities and Cumbria Archives. United Utilities do not currently consider the Hilton system to be a public sewage system and therefore not their responsibility. They are awaiting the re-opening of the Cumbria Archives to make their own investigation into the history of the system. Residents' research at the Archives has revealed the opposite opinion.

**10/21 Parish Clerk's Hours** – Councillors held an informal meeting (without the Clerk) following the last meeting when the Clerk drew attention to the increased workload during lockdown and the increase in responsibilities for parish councils. Information on nationally agreed workloads and hours was obtained.  
**Resolved:** that the Clerk's hours be increased from 180 to 240 hours per year and that this would be reviewed annually in October/November during the budget-setting process.

**11/21 EDEN DISTRICT COUNCIL – Planning Applications**  
**20/0916 Bongate Moor** – erection of steel frame building to cover an existing silage clamp. Councillors had responded by e-mail in support of this application.  
**21/0015 Field 0434, Murton** – outline application for new build local occupancy dwelling and access. Details had just been received. Councillors would comment by e-mail as is the practice when applications are received between PC meetings.  
**Brackenber House, Brackenber** – enquiries had been received from residents about the proposed use of this building which is currently being renovated. Councillors Govan and Patterson are talking to EDC regarding the compliance with the previously planning application.

**12/21 CUMBRIA COUNTY COUNCIL – Highways**

**12/21/1 Road Gritting and Grit Boxes** – During the recent winter months the lack of road gritting and refilling of grit boxes has become a major issue again. There have been reports of poor access resulting in carers not being able to attend residents and supermarket deliver vans refusing to come to Murton. Cllr Connell stated that the decision to make roads to Hilton and Murton ‘Category 3’, meaning they are rarely gritted, is a CCC Cabinet decision.

Any incidents such as essential services and deliveries not being able to reach an address should be forwarded to the Clerk ([clerk@murton.org.uk](mailto:clerk@murton.org.uk) or 017683 52851).

In lieu of regular gritting grit boxes have been installed, which can be refilled by CCC Highways when reported via the website: [Report a problem on roads and pavements Cumbria County Council](#), or by phoning 0300 303 2992. Residents reporting faults are advised to obtain the reference number and inform the Parish Clerk who can reinforce the request. The Chairman will undertake an audit of current grit box locations and suggestions for additional boxes.

**12/21/2 Update on Reported Faults:**

**Kirkber Hill** – potholes are still there although the CCC Faults reporting system states these potholes are not considered a safety risk.

**Castle Street Hilton** – ownership/adoption of this road, which is in poor repair, has yet to be established.

**Grid at Brackenber** - the weeds and flood water will be attended to when budget allows.

**Harbour Flat** – standing water – reported, photos sent.

**12/21/3 New Faults to be Reported:**

**Grass bank on turnpike alongside A66** – overgrown grass narrows the road.

Councillors and residents are encouraged to report faults, giving precise locations and forward the details, with CCC reference number to the Parish Clerk.

**Lane Head, Hilton** – gap between new edging and existing drain allowing water to drain down to the front of Lane Head Cottage.

**13/21 CEMETERY MANAGEMENT, HEALTH, SAFETY & MAINTENANCE**

**13/21/1 Health & Safety** – No specific issues were reported.

**13/21/2 Memorial Plaques** – A discussion about the suggestion of a wall or area for memorial plaques took place. It was agreed that, with the increase in the number of cremations, that this should be discussed further.

**14/21 FINANCIAL REPORTS**

**14/21/1 Budget 2020/21 and Current Financial Situation** (Appendix 2). This report was reviewed.

**Resolved:** that the current Financial Report and list of Clerk’s Expenses be signed by the Chairman.

**14/21/2 Budget & Precept 2021/22** (Appendix 3). The proposed budget was presented. The budget had been prepared using the formula agreed at the PC meeting in November 2019 where the need to increase the Council’s reserves had been noted. High costs of maintaining the cemetery had been an issue at that time with tree felling, wall maintenance and gravel for the paths.

The last two years' approach had proven successful and this strategy, together with an increase in cemetery income, means the reserves have improved. The budget proposed covered the increase in Clerk's salary costs and further provision for cemetery refurbishment. It would entail a £0.57 pa increase in the precept for a Band D property.

**Resolved:** that the proposed budget and precept be approved.

**15/21/3 Appointment of Internal Auditor**

**Resolved:** that Richard King be appointed as Internal Auditor for the 2020/21 accounting period.

**15/21/4 Annual Financial Risk Assessment (Appendix 4) - the Clerk drew the Council's attention to a few minor adjustments and updating of this document.**

**Resolved:** that the Annual Financial Risk Assessment be approved.

**16/21** [www.Murton.org.uk](http://www.Murton.org.uk) – a request to include photos and text from the lockdown art project, which had been exhibited in the Institute in late 2020, had been received. A discussion ensued which focused on the purpose for the website. The Council would need to ensure that all material published complied with GDPR data protection regulations. Overall it was felt that the Murton Institute Facebook page would be a more appropriate location for this project and a link could be included on the parish website.

**17/21 Annual Parish Meeting – Monday 1 March 2021** – it was agreed that this would consist of the Chairman's report and an open discussion on topics raised by attendees. All residents are invited to join the meeting via Zoom.

**18/21 Correspondence for Information (Appendix 5)** – there were no specific items for attention.

**19/21 Clerk's report on any actions taken under delegated powers not otherwise mentioned** – there were no actions taken.

**20/21 Councillors' reports and items for future agenda** – there were none.

**21/21 Dates of next meetings:**

Annual Parish Meeting – Monday 1 March 2021 at 7.30 pm

Annual Parish Council Meeting – Monday 10 May 2021 at 7.00 pm

Ordinary Meeting – Monday 10 May 2021 immediately following Annual PC Meeting

**The meeting closed at 10.00 pm**