

Drigg and Carleton Parish Council**MINUTES OF THE ORDINARY COUNCIL MEETING**

Held as a Virtual Meeting because of the Corona-19 virus restrictions on social contact
On Tuesday 8th December 2020

The Ordinary Meeting was preceded by a presentation from Barbara Gardner Sharp, representing Greengarth Business Park, on their plans for the future development of business on the park, being developed in consultation with LDNPA. In particular, the use of the Park hardstanding areas as a southern transport hub for Sellafield workers to park and ride onto the site using a minibus transport service provided by Stagecoach, which would travel through and around local villages with an additional pickup timetable. An initial pilot scheme would provide parking for 100 cars with the potential to increase this to 375, There are also plans to provide charging points for electric cars, a general clean-up of the current grounds and to seek additional occupation by business users. The presentation closed with a question-and-answer session and further discussion were had by Councillors during the Ordinary Meeting business.

Members present Mr J Jennings (Chairman), Mr A Pratt, Mr J Naylor, Mr K Murray, Mrs S Browne and Mr H Lace

Clerk: Mr D Millington.

Responsible financial Officer (RFO): Mrs J Robinson.

1. Minutes of the Ordinary Meeting held 10th November 2020

It was noted that under Financial Matters, 5b, the sentence 'a refund payment to Mr Lace of £56.60 had been made' was incorrect and should be discounted.

2. Resolution to approve and signature of Minutes.

A proposal by Mr Murray, seconded by Mr Pratt that, with that amendment, the Minutes of 10th November 2020 were a true and accurate record was agreed unanimously by members.

3. Apologies for absence. Mr K Hitchen.**4. Financial Matters.**

a) Finance Report and consideration of the 2021/22 Precept:

- Mr Lace reported that he had re-issued a finance report covering the period up to end November which had no change to the figures issued in the previous monthly report.
- A proposal that the Precept payment for 2021/22 should remain at £3250 was agreed by members.

Action 12/1: Clerk to inform CBC of the Precept payment.

b) Consideration of other payments:

i) Mr Pratt noted that an application to CCF was required to reclaim the closing payment of £4292 on closure of the Village Hall re-roofing project. To secure the payment, evidence of invoice payment, supporting bank statement and evidence of Hall usage in required.

Action 12/2: Mr Pratt and Mr Lace to collate the evidence for CCF.

ii) Mr Pratt noted that we are eligible for a subsidy payment for the regulatory Hall closure notice following the second Covid 19 lockdown in November 2020.

Action 12/3: Mr Pratt to apply for the Hall subsidy payment from the November closure of the Hall due to Covid restrictions.

iii) Members confirmed their agreement to the refund of £56.50 to Mr Lace (RFO) which he had made in April 2020 for PAYE payment on the Clerk's fee.

iv) Handover of RFO duties: Members noted that handover to Mrs Robinson will be completed in the next 2 weeks.

Members agreed a proposal that the services of the RFO and Treasurer to the Charity should both be paid by the Parish Council, as the employer, with that part of the time used in service to The Drigg Charity then reclaimed back from the Charity.

In response to a question, Mr Pratt agreed to seek clarification on PAYE liability for Charity work

Action 12/4: Mr Pratt agreed to seek clarification on PAYE for payments made for Charity work.

v) Members agreed payment of £15 to CALC for the recent training course for the new RFO completed, in December 2020.

vi) The Clerk reported that a majority of members had agreed by e-mail response that the Council should purchase a new (12th Edition) copy of Arnold- Baker on Local Council Administration for an offer price of £119.99.

Action 12/5: Clerk to arrange purchase of a new Arnold-Baker reference book.

5. Actions and matters arising from previous meetings of Council

Action 3/5 (19): Mr Pratt to register D&C PC needs with ICO. Ongoing

Action 10/1: Mr Hitchen to raise the issue of speed bumps and damage to Rose Cottage. Ongoing

Action 10/4: Clerk to invite Greengarth Business Park to the November meeting, Complete

Action 11/1: Clerk to prepare a response to Copeland Local Plan Consultation. Complete

Action 11/2: Mr Pratt and Clerk to produce a flyer about the future of footway lights.

Members agreed a proposal to defer this topic until more information became available from discussions within CBS and CCC.

6. Report from County and Borough Councillors.

Mr Pratt reported that over 3000 responses had been received by CBC to the Local Plan Consultation and that the next 3-Tier meeting is scheduled for 28th January 2021.

7. Public Participation

There were no new issues raised by members of the public.

8. Main Business:

8.1: Highways matters: Comments were noted about the poor condition of the road surface along several stretches of the B5344. It was agreed that residents should be encouraged to report these directly to Cumbria Highways hotline.

8.2: PROW: There were no new issues raised.

8.3: LLWR; The Chairman noted that the Minutes of the November liaison meeting had recently been issued and will be circulated.

8.4 Village tidying: There were no new issues raised.

8.5: Community Communications:

Mrs Browne reported that the web page has been populated and additional comments received and added, and that it will be circulated to Councillors and Charity trustees for comment, prior to general release. The Chairman agreed to speak to Mrs Roberts about domain release.

Action 12/6: Chairman to speak to Mrs Roberts about domain release.

8.6: Community Led Plan:

It was noted that the Plan is scheduled for 6 monthly review in January 2021.

8.8: Any Other Parish Matters

Christmas Gifts for Seniors: It was noted for information, that agreement had been received from e-mail responses that gifts of biscuit boxes should be procured and will be distributed as agreed.

Payment of up to £440 from Drigg Society funds had previously been agreed for the purchase. Thanks were extended to Mrs Roberts for her help.

9. Receive communications placed before the Meeting.

There were no new issues raised

11. Planning Matters:

Greengarth Business Park: Members discussed the presentation made by Greengarth on their future plans. It was agreed to write to LDNPA expressing the Council support in principle for the development of the site and the use as the southern transport hub for Sellafield, subject to the comments from Cumbria Highways, specifically about the restricted width of the minor road immediately outside the present site exit gate.

Action 12/7: Clerk to write a letter of support about Greengarth to LDNPA

11. Cumbria Association of Councils. There were no new issues raised.

12. Received Reports from representatives. There were no new issues raised.

13. Matters to be considered at the next Parish Council meeting:

- A review of D & C Community Led Plan
- A review of the Parish Council Standing Orders.
- Members were invited to submit items for Inclusion 5 working days ahead of the scheduled date of meetings

14. Date of the next meeting.

Tuesday 12th January 2021.

The meeting closed at 8.40pm.

Distribution;

County & District Councillors; K Hitchen, A Pratt & D Moore.

Parish Councillors, Drigg Charity Trustees and D&C Community web site

Action List:

Action 3/5 (19): Mr Pratt to register D&C PC needs with ICO.

Action 10/1: Mr Hitchen to raise the issue of speed bumps and damage to Rose Cottage.

Action 12/1: Clerk to inform CBC about 2021/22 Precept/

Action 12/2: Mr Pratt and Mr Lace to collate evidence for CCF to secure the final grant payment for the Hall roof project.

Action 12/3: Mr Pratt to apply for the Hall subsidy arising from the November 2020 Covid lockdown.

Action 12/4: Mr Pratt to seek clarification about PAYE liability for payment for Charity work.

Action 12/5: Clerk to arrange purchase of Arnold-Baker reference book.

Action 12/6: Chairman to speak to Mrs Roberts about domain release.

Action 12/7: Clerk to write letter of support for Greengarth to LDNPA.