

# MELMERBY PARISH COUNCIL

Clerk: John Fleming, Fell View, Blencarn, Penrith, Cumbria, CA10 1TX  
Tel 07768 468 634 melmerbypc@gmail.com.

To the Members of Melmerby Parish Council  
You are summoned to attend a meeting of Melmerby Parish Council to be held at 7.30pm  
on **Tuesday 24th September 2019** in Melmerby Village Hall



John Fleming  
Parish Clerk

## Agenda

- 1 **Apologies for Absence**
- 2 **Minutes**  
To authorise the Chairman to sign the minutes of the Council Meeting of the Tuesday 23rd July 2019, as a true record.
- 3 **Declarations of Interest**  
To receive declarations of interest, by members of the Council, in respect of items on this agenda.
- 4 **Appointment of Parish Clerk and Responsible Financial Officer.**  
To report the appointment of John Fleming
- 5 **Public Participation / Open session (15 minutes allowed)**  
The Chairman to invite members of the public to make representations on any item on this agenda or to bring matters to the attention of the Council for consideration, for inclusion, in a future agenda.
- 6 **Planning Applications**  
**19/0509 – The Tower House, Melmerby** - Addition of porch to pool hall, alterations to conservatory to form supplementary changing facilities **Supported**  
**19/0619 – 3 Tortree Gardens. Melmerby –**  
Proposed creation of new vehicle and pedestrian access – To report on.  
**19/5049 Planning enforcement case** - Nutwood, Melmerby – An update
- 7 **District Councillors Report**
- 8 **County Councillors Report**
- 9 **Finance (Incl. Vat)**  
**9.1 To note the following balances as at:-**

	<b>12/9/2019</b>
	<b>£</b>
Barclays Current Account	704.67
Barclays Investment Account	8350.00
Vat due	129.30

  
**9.2 Presentation of Interim Accounts**

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### **9.3 To Ratify the following accounts**

Acting Clerks Fee July 2019	218.40
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Vision ICT. Web Build	650.00
Memo Subscription	50.00
May Elections	604.20
ICO – Data Protection Fee	35.00
Cumbria Payroll Services	43.80

### **9.4 To Approve the Following Accounts for Payment**

Clerks Expense 23/7/19 – 12/9/19 (Including 4 months Office Provision as Acting Clerk @ £15pm)	76.06
Fellrunner Donation	49.20
Vision ICT – ‘Accessibility Statement’ preparation	85.00

### **9.5 To Report Receipts**

There were none

### **9.6 To Report Transfers**

Current to Investment Account	2000.00
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## **10 Melmerby Parish Council Documentation.**

To adopt the Asset Register

## **11 Highways and Land Matters**

**11.1 Dog Fouling** – An update

**11.2 Vehicle Speeding Through the Village** - An update

**11.3 Carriageway White Lining** - An update

**11.4 Litter Bins** – An update

**11.5 Footpath Signs – Repair and Maintenance.** - An update

**11.6 Hole in Bridge - Melmerby to Gamblesby Road Past Saw Mill** - Repaired

**11.7 Bridge Terrace** - Road Surface – In hand with Highways

**11.8 Bus Shelter** - An update

**11.9 Concrete and Wooden Bench** - Far side of swings.- An update

**11.10 Grit Bins** – An update

**11.11 Melmerby Defibrillator Kiosk** –

11.11.1 Possible Adoption from CHT – To Discuss

11.11.2 Repainting and Refurbishment – Suggest:-

- *Thoroughly clean the kiosk (free labour)*
- *Re-paint the interior (cost of paint up to £30, free labour)*
- *Apply to CHT requesting a replacement for the missing glass/plastic window panel and for paint to re-paint the exterior (paint should be no charge, free labour)*

## **12 Councillor Matters**

An opportunity for Councillors to raise issues on behalf of residents.

*Note: no decisions can be made on these matters but they may be placed on a future agenda of the Council*

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### **13 Correspondence**

To consider correspondence received since the last meeting and take necessary action.

**13.1 CALC Training** – Autumn Programme - Circulated

**13.2 EDC Review of Polling Districts and Polling Places** – To report

**13.3 CALC AGM 9<sup>th</sup> November** – Deadline for motions and nominations for Honorary Officers must be received by the CALC office before **Wednesday 9<sup>th</sup> October**.

Elections will be held at the AGM for the 5 directly elected members of the CALC Executive. I have attached nomination papers and guidance. The deadline for receipt of nomination papers is **Friday 4<sup>th</sup> October**.

**13.4 Eden Tourism Summit** - *North Lakes Hotel, Penrith, Thursday 17 October 2019,*

**13.5 Meathaw Hill Road improvements and closure**

**13.6 EALC AGM** - Wed 25<sup>th</sup> September 2019 at 7.00pm. Fire and Rescue HQ, Penrith

**13.7 EDC Final Draft– Council Plan** – To discuss

**13.8 5G mobile Consultation in Rural Areas.** – To table.

**13.9 Eden Tourism Newsletter** - Issue 55 – Circulated

### **14 Melmerby Emergency Plan** – To discuss a proposal.

### **15 Date and Venue of Future Meetings**

Tuesday 26<sup>th</sup> November 2019

Tuesday 28<sup>th</sup> January 2020

All Meeting to be held in Melmerby Village Hall, commencing at 7.30pm

**All Members of the Public and Press are Invited To Attend.**