

MELMERBY PARISH COUNCIL

Minutes of the Ordinary Meeting of Melmerby Parish Council held on Wednesday 19th October 2022, at Melmerby Village Hall.

Present: Cllr Chris Jones, Cllr David Bardsley, Cllr Bill Burford, Cllr Dougie Bell and Claire Rankin, Interim Parish Clerk.

Nine members of the public were also present.

Cllr Chris Jones welcomed all those present to the meeting. He explained that it had been hoped that the Annual Parish Meeting would take place before the Parish Council meeting but this had not been possible as the Parish Council were unable to comply with the regulation of holding the meeting between 1st March and 1st June this year. Cllr Jones thanked Claire Rankin for her work in preparing for the Annual Parish Meeting. Further guidance regarding the Annual Parish Meeting has been sought from CALC.

2022/0066 **Apologies for Absence: RESOLVED** that the following apologies were received

- a) Cllr Gary Fletcher, Melmerby Parish Council due to work commitments.

2022/0067 **Declarations of Interest: RESOLVED** that no declarations had been received.

2022/0068 **Minutes: RESOLVED** that Cllr Chris Jones be authorised to sign the minutes of the Special General Meeting held on 8th July 2022.

2022/0069 **Exclusion of Press and Public (Public bodies Admission to Meetings Act 1960): RESOLVED** that there were no items on the agenda that required this exclusion.

2022/0070 **Public Participation: RESOLVED** that there were no items previously submitted to a councillor for consideration.

There were a number of items raised from those in attendance. A member of the public asked for clarification regarding why two previous female councillors and the clerk had resigned in a short period of time. Cllr Jones responded that no reasons had been given at the time of the resignations. A member of the public also queried why there was no agenda item to welcome the new councillors to the Parish Council. In addition, it was raised that the new members were male and clarification was sought as to whether potential female candidates had been approached given the Parish Council has a diversity policy in place. Cllr Jones assured those present that female parishioners had been approached but no nominations had been forthcoming. A member of the public also queried whether there was provision in the budget for training the new councillors and the new interim clerk. Cllr Jones explained there was a small budget for training and Cllr Bardsley confirmed that he had attended two training courses over the last 7 years. Assurances were sought from a member of the public that the new councillors understood the roles and responsibilities of being a Parish Councillor. **It was agreed that an updated copy of the "Good Councillor Guide" would be purchased for all members of the Parish Council.**

Cllr Jones formally welcomed Cllr Bill Burford and Cllr Dougie Bell to their first meeting of Melmerby Parish Council.

A member of the public also raised a query in terms of item 11 on the agenda regarding the possibility of an information board in the village. It was mentioned that the Parish Council do not own land

within the village but did own the bus shelter which may be a possible location for the information board.

2022/0071 **Cumbria County Council Report RESOLVED** that no report had been received.

2022/0072 **Eden District Council Report RESOLVED** that no report had been received.

2022/0073 **Highways**

- a) **RESOLVED** that Cumbria County Council would be approached again regarding a mirror at the junction of the Gamblesby road end.
- b) Cllr Burford introduced the item regarding the speed limit review and the actions being taken by the Speedwatch Group. He thanked Ruth Beaumont and other members of the community for their work. The changes being proposed through the formal consultation to extend the 30 mph speed limit on the Hartside Road and to introduce 40mph “buffer zones” on both sides of the approach to the village on the A686 were outlined.
RESOLVED Cllr Jones proposed that the Parish Council submits a response to Cumbria County Council to support the introduction of the speed limit changes. Cllr Burford seconded the response and all were in favour. In addition it was suggested that a request for a Vehicle Activated Speed Sign (VAS) or “smiley/sad face sign” be submitted to Cumbria County Council along with the support for the speed restrictions.
- c) Cllr David Bardsley raised the issue of the patching work on the Hartside Road and the fact that a section had been missed at the Gamblesby Road junction. It was also noted that there was a pothole at the edge of the village green opposite New House Farm. Also the white lines at the Gamblesby Road junction need to be repainted.

RESOLVED that these matters will be reported to Cumbria County Council.

2022/0074 **Parish Projects RESOLVED** that Cllr Bardsley confirmed that the projects were nearing completion. The noticeboard has been made and is awaiting staining and installation. The goalposts are ready for installation and work is ongoing to finalise the voluntary labour needed to install them before winter.

2022/0075 **Bus Shelter RESOLVED** Cllr Bardsley reported that the bus shelter needs an internal and external clean up. The exterior was last restained 2/3 years ago. The project should take 3-4 hours with a team of volunteers.

2022/0076 **Parish Information Board RESOLVED** Cllr Jones proposed that the Parish Council take up the offer of a parish information board from the North Pennines AONB at no cost to the Parish Council. The proposal was seconded by Cllr Burford and all were in favour. It was suggested that the outside of the bus shelter would be a good place to position the board. A discussion was held regarding trying to secure a second board to be mounted internally in the village hall. The interim clerk circulated photographs of examples of information boards elsewhere in the AONB area.

2022/0077 **Melmerby Emergency Plan RESOLVED** that the emergency plan needs updating and that a working party comprising Cllr Bardsley, Cllr Burford and Cllr Bell will be formed to update the plan and work with other organisations in the village, primarily the village hall committee. The village hall committee is currently looking at options to form a base in the village to be used in emergency situations (e.g. during adverse weather events or during loss

of power). Options being considered by the village hall committee include a generator, emergency phone charger and development of a “Warm Spot”.

2022/0078 **Policy Review RESOLVED** that all the Parish Council policies need reviewed and updated. Cllr Jones suggested two working parties should be established within the Parish Council to update the policies. This could be used as an internal training exercise for new Councillors, Cllr Burford and Cllr Bell. It was proposed that the working parties report back to the January Parish Council meeting.

2022/0079 **Memo RESOLVED** that a brief summary of the Parish Council minutes should be submitted to the Memo on a regular basis.

2022/0080 Accounts and Finance

- a) The interim clerk circulated the RFO report. It was clarified that the requirement for an external audit has now expired (The external audit was required for 3 years following the creation of Melmerby Parish Council). In addition the grant payment from EDC for the parish projects represents 75% of the total grant with the remaining 25% being released on completion of the project.
RESOLVED that Cllr Jones proposed approval of the payments, Cllr Bell seconded the proposal and all were in favour.
- b) **RESOLVED** that the interim clerk was authorised to make regular payments through online banking. This action was proposed by Cllr Bardsley and seconded by Cllr Burford, all were in favour.

2022/0081 **Correspondence RESOLVED** that the list of correspondence circulated by the interim clerk was noted.

2022/0082 **Date of the next Parish Council Meeting** 14th December 2022, 7.30 p.m. at Melmerby Village Hall.

The meeting closed at 8.24 p.m.