

MINUTES OF MELMERBY PARISH COUNCIL MEETING HELD ON WEDNESDAY 29TH OF SEPTEMBER 2020 VIA ZOOM VIRTUAL MEETING

The minutes of the proceedings of the **SEPTEMBER BI MONTHLY MEETING** of Melmerby Parish Council (MPC) held on **Tuesday the 29th of September 2020** at 7.30pm via Zoom virtual meeting.

Present:

Chairman: Chris Jones (CJ)
Councillors: Marjory Jones (MJ), David Bardsley (DB), Gary Fletcher (GF), Ruth Beaumont (RB).

Locum Clerk / RFO: Lindsay Nicholson (LN)

Also in attendance: District Councillor Claire Driver (CD)

Members of the Public: 6

2020/034	Apologies for Absence Eden District Councillor Rob Orchard								
2020/035	Declarations of Interest and Requests for Dispensation CJ declared a personal interest in item 2020/041.1. MJ was asked to chair the item. Resolved: to receive the information.								
2020/036	Minutes of the Last Meeting of Melmerby Parish Council The chairman was authorised to sign, as a correct record, the minutes of the Parish Council Meeting held on Tuesday 21 st of July 2020. Resolved: to accept the minutes and the recommendations made in them.								
2020/037	Exclusion of Press & Public (Public Bodies Admission to Meetings Act 1960) None								
2020/038	Public Participation Correspondence was received from 3 residents of the parish for this item on the agenda. The clerk was asked to read them to the meeting. Each resident wished to respond to the correspondence item 2020/040.1. Each raised objection to the Parish Council accepting the gift of the picnic tables. Resolved: to receive the information								
2020/039	District & County Councillor Representation Cumbria County Councillor Claire Driver gave an update on the current position in regard to Unitary Authority proposals and COVID figures in the area. If residents experience problems booking COVID tests please let Claire know and she will feed this in. Further video updates by CD to be circulated as produced. Resolved: to receive the information								
2020/040	Planning Applications and Decisions 2020/040.1 Decisions The following decision notifications were presented.								
	<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 25%;">Application</th> <th style="width: 25%;">Location</th> <th style="width: 40%;">Brief Description</th> <th style="width: 10%;">Decision</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Application	Location	Brief Description	Decision				
Application	Location	Brief Description	Decision						

No.			
20/0363	Wren House, Church Road	Two storey front extension	Grant
20/0270	Lower Todhills, Pole Barn, Lower Todhills	Dwelling on the site of a pole barn, including associated parking, vehicular and pedestrian access, storage, landscaping and habitat features.	Refuse

Resolved: to receive the information

2020/041

Correspondence

2020/041.1 Melmerby WI: Gifting of Picnic Tables

CJ left the meeting. MJ assumed the chair.

The correspondence was outlined. An extensive discussion was held both for and against accepting the gift of the picnic tables, their positioning and their role on the green. The clerk was asked to seek additional information including, seek advice from the landowner as to whether a transfer of permission could be granted for having the equipment on the green, the cost of insurance, the cost of maintenance.

Resolved: to receive the information. Clerk to seek additional information

Action: LN

CJ re-joined the meeting and assumed the role of chair.

2020/041.2 Melmerby Village Hall: Representation of the Parish Council at the Management Committee

The correspondence was outlined. David agreed to continue to represent the Parish Council at the Village Hall committee meetings. Clerk to respond to Village Hall accordingly.

Resolved: to receive the information

Action: LN

2020/041.3 Fell Runner Bus: Request for Financial Support

The correspondence was outlined. A payment of £60 towards the service was agreed.

Resolved: to contribute £60 towards the service

Action: LN

2020/042

Financial Matters

2020/042.1 Accounts for Payment

The accounts for payment listed below were presented for payment.

Payee	Description	Amount
ROSPA Play Safety	ROSPA Annual Inspection of Play Equipment	£82.80

Resolved: to approve the accounts for payment

Action: LN

2020/042.2 Banking Mandate

To approve the removal of the outgoing clerk and add the locum clerk to the banking mandate

Resolved: to amend the banking mandate

Action: LN

2020/043

Appointment of Locum Clerk

Lindsay Nicholson was appointed as Locum Clerk to the Parish Council for a maximum of 6 months at SCP 8.

Resolved: to approve the appointment of the Locum Clerk

2020/044	<p>Recruitment of Permanent Clerk 2020/044.1 Job Description and Person Specification The Job Description and Person Specification was agreed. Resolved: to accept the job description and person specification for the clerk</p> <p>2020/044.2 Job Advert The job advert was agreed. The clerk to advertise the position with CALC and on the Parish Council's website. Councillors agreed to place a copy on the noticeboard Resolved: to accept the advert Action: LN</p> <p>2020/044.3 Timescales for Recruitment The proposed timescales were discussed. The clerk was asked to extend the handover period to the new year. Resolved: to accept the amended timescales for recruitment Action: LN</p>
2020/045	<p>Footpath Signs Some of the fingerpost signs have not been reinstated in the parish. Gary to forward positions and contact information to clerk. Clerk to follow up with Cumbria County Council. Resolved: clerk to contact Cumbria County Council Action: LN</p>
2020/046	<p>Dog Fouling Dog fouling in the parish was felt to be a significant problem. The use of signage was discussed. The clerk was asked to contact the Community Wardens for support with the matter. Resolved: Clerk to contact the Community Wardens Action: LN</p>
2020/047	<p>Parking Parking at the local shop and bikers parking near junctions was felt to be of particular concern. It was noted that there had been an increased police presence in the village but this had not addressed parking issues. The use of signage was discussed. MJ indicated that she would talk to the local shop about the possibility of a polite notice in regard to parking outside of the shop. Resolved: to receive the information Action: MJ</p>
2020/048	<p>Noticeboard The state of repair of the noticeboard was discussed. A joiner had been consulted. It was recommended that the board needed replacement. Quotations for the replacement of the noticeboard to be sought. Item to be added to next meeting agenda. Resolved: to receive the information Action: LN</p>
2020/049	<p>ROSPA Report The findings of the ROSPA report were discussed. DB agreed to put the missing blanking caps on the swings. The goalposts were to be discussed under 2020/050. Resolved: to receive the information Action: DB</p>
2020/050	<p>Football Goalposts The state of the goalposts were discussed. It was agreed that costings should be sought for both repair and replacement and possible funders contacted.</p>

	Resolved: to receive the information
2020/051	Date and Time of Next Meeting The next meeting is scheduled to be held on Tuesday the 24 th of November 2020 at 7.30pm. Meeting to be held via Zoom virtual meeting. Resolved: to receive the information

CJ closed the meeting at 21:24 hrs

Please note: all Parish Council meetings are open to members of the Public.

Chair Signature: _____

Date: _____

Clerk Signature: _____

Date: _____