

# MELMERBY PARISH COUNCIL

Minutes of the Ordinary Parish Council meeting of Melmerby Parish Council held on Tuesday 26<sup>th</sup> January 2021, remotely via Zoom.

**Present:** Parish Councillors: David Bardsley, Ruth Beaumont, Gary Fletcher, Chris Jones (Chair), Marjorie Jones (Vice-Chair)  
Cumbria County Councillor: Claire Driver  
Eden District Councillor: Douglas Banks  
Officers: Lisa Beken (Clerk)

Three members of the public were also present.

- 2021/001. **Apologies for Absence: RESOLVED** that there were no apologies to be received.
- 2021/002. **Declarations of Interest: RESOLVED** that Councillor C Jones and Councillor Beaumont declared an interest in item 8 on the agenda (minute number 2021/008).
- 2021/003. **Minutes: RESOLVED** that following an amendment to the minutes clarifying the number of hours to be worked annually by the newly appointed Clerk, the Chair was authorised to sign the minutes of the Ordinary Council Meeting held on 24th November 2020, as a true record.
- 2021/004. **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.
- 2021/005. **Public Participation: RESOLVED** that no members of the public wished to address the meeting.
- 2021/006. **Cumbria County Council Report: RESOLVED** that County Councillor Claire Driver informed the Parish Council that gritting routes were currently being decided, and that she would report back to Councillors when this was confirmed. Parish Councillor passed on their thanks for the work the gritting team had done during recent bad weather. Councillor Driver informed the Council that the covid-19 vaccine programme was progressing well in Eden and highlighted the availability of transport for patients to vaccine appointments if required. Councillor Driver reported on a new Winter Welfare fund from the Department of Work and Pensions, administered by the County Council, aimed at households without children who had not previously received covid-19 relief, and that the final meeting of the Health Committee in this financial year would be concentrating on addressing issues surrounding mental health.
- 2021/007. **Eden District Council Report: RESOLVED** that District Councillor Banks informed the Parish Council that the District Council would meet next month to discuss a proposed 5% increase in Council tax, and to discuss plans for the development of Voreda House. Councillor Banks also informed the Council that there were currently no homeless in Eden District, with all cases now being accommodated, and that the Council would be contacting businesses previously entitled to covid-19 grants and rate relief to make them aware of further help available.
- 2021/008. **Code of Conduct: RESOLVED** that the Clerk read the following statement;  
*In August 2020 two complaints were submitted to the Monitoring Officer at Eden District Council regarding the conduct of Councillor Chris Jones in his role as Chair of Melmerby Parish Council. The Code of Conduct Assessment Panel met on October 1<sup>st</sup> 2020 to consider these complaints, and their conclusions were communicated to the complainants, to Councillor Jones and to the Parish Clerk. Further advice has been sought from the Monitoring Officer, but no response has been received at this time. The conclusion of this matter will therefore be postponed until the March Meeting of Melmerby Parish Council where resolutions will be presented for approval by Full Council. These will be circulated prior to the meeting.*
- 2021/009. **Financial Matters:**
- a. **Payment of accounts: RESOLVED** that Councillors agreed to authorize the payment of accounts as per the payment schedule.

- b. **Banking mandate: RESOLVED** that Councillors agreed to add Councillor Beaumont and the new Parish Clerk as signatories to the Parish Council bank account, as and when covid-19 restrictions allow.
- c. **Administration costs: RESOLVED** that Councillors authorised the Clerk to purchase stationery as agreed, and to add such to the payment schedule.

**ACTION:** Clerk to arrange payments and organise bank mandate.

2021/0010.

**Highways;**

- a. **Speed indicators: RESOLVED** that Councillors were informed that the speed survey had been conducted. It was agreed that future actions would be further investigated once covid-19 restrictions were lifted.
- b. **Gritter routes: RESOLVED** that Councillor Driver had already provided an update on gritting routes, and that any further concerns should be passed to her.
- c. **Other Highways matters: RESOLVED** that the following potholes were reported: Church Road, between Melmerby Hall and the Church; on the Ousby road, opposite the Public House; at the bottom of Gale Hall Loaning; on the A686 at the Gamblesby turn off; on the Gamblesby Road, alongside the village sign.

**ACTION:** Clerk to contact Cumbria Highways.

2021/0011.

**Footpaths: RESOLVED** that Councillors were informed that repairs to fingerposts in the Parish has been added to Cumbria Highways work list for March 2021.

2021/0012.

**Planning: RESOLVED** that that following comments were agreed on a planning application in the Parish:

- a. 20/0976 – New House Farm, Melmerby, CA10 1HN. Erection of agricultural growing structure to replace barn. **NO OBJECTIONS**

**ACTION:** Clerk to inform Eden District Council Planning.

2021/0013.

**Village Green Picnic Tables: RESOLVED** that this issue was acknowledged and would be further discussed at the March 2021 meeting of the Parish Council.

**ACTION:** Clerk to obtain further details for clarification.

2021/0014.

**Football Goalposts, Green Seat and Noticeboards: RESOLVED** that Councillors agreed to establish a Working Party to further investigate the improvements proposal and to present details at the March 2021 meeting of the Parish Council. Councillors Bardsley, Beaumont and Fletcher were appointed to the Party, and agreed to arrange a virtual meeting to discuss.

**ACTION:** Councillors to agree a meeting date, Clerk to organise meeting.

2021/0015.

**Amendments to Standing Order: RESOLVED** that Councillors agreed amendments to Standing Orders due to covid-19 legislation.

2021/0016.

**Correspondence: RESOLVED** that correspondence as detailed in the attached schedule was received and acknowledged.

2021/0017.

**Date and Time of Next Meeting** – Tuesday 30<sup>th</sup> March 2021 at 7.30pm, via Zoom.

**Meeting closed: 8.47pm**

# MELMERBY PARISH COUNCIL

## Financial Officer's Report January 2021

### Bank Balances

Balances at 31st December 2020:

Community Account	£205.55
Savings Account	£8,854.30
<b>Total</b>	<b>£9,059.85</b>

### Receipts

Monies received at 19th January 2021:

None	
<b>Total</b>	<b>£0.00</b>

### Cash Book Balance

Cash Book Balance at 19th January 2021	<b>£9,059.85</b>
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### Payment Schedule

<b>VN</b>	<b>Chq No.</b>	<b>Payee</b>	<b>Budget Heading</b>	<b>Amount</b>
27	100005	L Nicholson	Staffing	£588.98
28	100006	L Beken	Administration	£30.00
29	100007	L Beken	Staffing	£461.50
30	100008	Hesket Parish Council	Meetings	£3.92
31	100009	L Beken	Administration	£33.57
		<b>Total</b>		<b>£1,117.97</b>

### Balance Transfers

Savings Account to Community Account	£1,117.97
<b>Total</b>	<b>£1,117.97</b>

### Projected Cashbook Balance

Estimated Cashbook Balance at 27 <sup>th</sup> January 2020	<b>£7,941.88</b>
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<b>Minute Number</b>	2021/009
<b>Date</b>	26 <sup>th</sup> January 2021

# MELMERBY PARISH COUNCIL

## Correspondence Register – January 2021

<b>Date</b>	<b>Content</b>	<b>Format</b>	<b>Action</b>
<b>Cumbria County Council</b>			
23/12	Update from Health Protection Board	Email	
4/1	Vaccine Programme Update	Email	Forwarded to Councillors
7/1	Patient and Vaccination Transport Options	Email	Forwarded to Councillors
8/1	Update from Health Protection Board	Email	Forwarded to Councillors
9/1	Weather Warning	Email	Forwarded to Councillors
18/1	Volunteering during lockdown	Email	Forwarded to Councillors
18/1	Update from Health Protection Board	Email	Forwarded to Councillors
<b>Eden District Council</b>			
Throughout the period, Eden District Council provided regular covid-19 email updates from local and national bodies.			
9/12	Draft Housing Strategy	Email	
20/12	Strategic Housing and Economic Needs Assessment	Email	
15/1	Parish Precept request	Email	Clerk submitted
<b>CALC</b>			
Throughout the period, CALC provided regular covid-19 email updates from local and national bodies.			
2/12	NALC legal position regarding Parish Polls	Email	
4/12	Standards Matter Public Consultation reminder	Email	
7/12	Update of Local Government reorganisation	Email	
16/12	Legal Topic Notice – Easements over common land	Email	
17/12	Cumbria Arts and Culture Network Newsletter	Email	
4/1	Covid Information Pack	Email	Forwarded to Councillors
7/1	Funeral Guidance Update	Email	Forwarded to Councillors
11/1	NALC Legal Update	Email	
11/1	Local Government Reform	Email	Forwarded to Councillors
15/1	Update from the NHS in north Cumbria	Email	Forwarded to Councillors
<b>Other</b>			
4/12	Census request for information	Email	Clerk completed and returned
20/12	Fellrunner Service letter of thanks	Email	
18/1	Resident regarding picnic benches on Village Green	Email	Carried over to March meeting
18/1	Resident regarding picnic benches on Village Green	Email	Carried over to March meeting
18/1	Resident regarding picnic benches on Village Green	Email	Carried over to March meeting
19/1	Resident regarding picnic benches on Village Green	Letter	Carried over to March meeting
19/1	Resident regarding picnic benches on Village Green	Email	Carried over to March meeting