

Matterdale Parish Council

Draft minutes of the Annual Parish Meeting and Annual Parish Council Meeting which took place on **Monday 23rd May 2022** at Matterdale Church Meeting Room.

Present: Cllrs Lloyd (in the chair), McAlpine, Shaw, Crofts, Mrs Beaumont, Holder, Mrs Gore, Mrs Bray, Mrs Wilson and Mr Dobinson. **In attendance:** Mr B Clark, Mr D Trelease, Cllr N Hughes and five other residents plus the Clerk, Mr Brown.

Annual Parish Meeting

1. No **apologies** had been received, save from Cllr Firth.
2. The minutes of the Annual Parish Meeting on 17th May 2021 were approved.

3. Matterdale School Foundation- Clerk's report

3.1 New Education/Community Building. The Architect's design for the building for which planning consent had been granted (having been estimated in April 2011 to cost c £500k) had been put to a Quantity Surveyor for assessment in October 2011; he had assessed the cost as £1m plus (2021 having seen very substantial and unexpected increases in the cost of labour and materials). The Council, having concluded that grants could not be expected to make up the difference between available cash (c£450k) and the expected cost of even a reduced size building, had appointed a steering committee to look at alternatives to the Architect-designed building. The steering committee had met several times already and would be making its recommended alternatives known to the Parish Council in early course. Further consultation with local residents is likely to take place.

3.2 Land adjacent to the Knotts, Matterdale.

Planning consent had been approved by LDNPA Development Control Committee and a s106 Agreement entered into, selling agents had been appointed and instructed, but the requirement for a Habitat's Regulations Assessment had been recently introduced at National level (nutrient neutrality being a national concern in relation to developments) and LDNPA were having to follow the new guidelines before any planning consent can be given.

4. Parish Council-Chairman's report

The Council had worked very hard during the year and Councillors had given their time to be involved in many initiatives. The number of planning applications considered and the work of the steering group had added to the work load, for which he thanked all Councillors and the Clerk, who had all played their part in the Council's work.

5. Other business.

5.1 Cllr Hughes invited comments on any **highway problems**. Cllr Mrs Wilson referred to earlier reported areas of the “new” Douthwaite head to A5091 road and also part of the A5091 between Matterale Church and Dockray. Cllr Hughes asked that these be reported to the County Council via the recently introduced on-line reporting facility.

5.2 Cllr Mrs Wilson also was concerned at the traffic speeds on A5091, particularly through Dockray . Cllr Hughes could give no assurance that any suggested speed limit would be introduced, **speed limits on A5091** having been rejected several times by the County Council. Flashing speed signs or other measures might be introduced by the Parish Council, if funds were available, it was thought; it was left to the Parish Council to investigate such possibilities.

Annual Parish Council meeting.

1. There were **no apologies** to record, save that of Cllr Firth.

2. There were no changes to Councillors’ **declaration of interests**, though Cllrs Lloyd and Beaumont were personally interested in Gowbarrow Hall Farm (one of the properties for which planning consent was being sought) and Cllr Wilson’s grandson was interested in the grazing licences which might be awarded for 2022.

3. Cllr Lloyd wished to step down as **Chairman**, the Council expressing its thanks for his period of service. **Cllr Mrs Gore** was elected in his place: she then took the Chair.

4. **Cllr Firth** was elected **Vice-Chairman**.

5. Open Forum

5.1 **Mr B Clark** asked that what he was reported to have said at the previous Council meeting as to his **intended articles** be corrected; he promised the Clerk an email of his suggested correction.

He also asked for support of the **Jubilee Event on 3rd June** centred on the Royal Hotel at Dockray and starting at 12 noon. Money raised would be added to the fund for humanitarian relief for those suffering from the war in Ukraine.

He also urged action from the County Council to repair **potholes** in the area, having himself suffered damage from such highway defects.

5.2 Mr Trelease asked the Council to make good the difference between his bill for the new **fencing and gate at Dockray Green** (£969.08- £570 labour: £399.08 materials) and his estimate of £450 (which had already been paid). He attributed the cost increase after his estimate was given (some of which, he admitted, arose from his delay in dealing with the work), and in part to the renewal of the gate (which his estimate did not provide for) and in part to the increase in the cost of building materials generally.

5.3 **Wreay Farmhouse- Application 7/2022/3023**

(The five objectors who had stayed on from the Annual Parish Meeting to voice their concerns, were supplemented by an additional objector during the course of the open forum)

The Chairman asked if anyone of the objectors had anything to add to the objection as lodged with LDNPA. There were no extra objections put forward, concerns over the size of the development and the likely increase in traffic and parking resulting from increased use of the building being particular fears when taken with the difficult egress to the highway (where a driver's view to the right is very limited).

Mr Peter Harrison expressed his long term worries that the development would open the way for more commercial exploitation of Ullswater valley of the sought now seen in Keswick where a large new hotel has been permitted. He also criticized the design of the alterations proposed and the failure to provide accommodation for young families wishing to live and work in the area.

The Clerk informed the meeting that he intended to advise that the application be reconsidered; he advised that it be delegated to a committee comprised of those Councillors who had not been party to the April site inspection and who had given instructions to the Clerk to comment to LDNPA on the application.

5. 1.**Mr Brown was re-appointed as Clerk and Responsible Financial Officer.** He had given notice that he intended to retire as Council Clerk at 30th September 2022. His pay was fixed at £15 per hour. He is expected to require 10 hours a month on Council duties and 10 hours a month as Clerk of Matterdale School Foundation. His actual, recorded working hours in 2021/22 had almost tallied with the 20 hours set at the 2021 AGM.

5.2 It was agreed that Cllrs Gore, McAlpine and Firth would serve on a task and finish group **to identify a new Clerk**, who might be recommended, if possible to the Council meeting on 4th July, to serve from 1st October 2022 as Council Clerk and, if thought fit, Clerk to Matterdale School Foundation.

6. **Planning committees** were appointed: for the Watermillock area, Cllrs Lloyd (in the chair), Shaw, Mrs Beaumont, Firth, Holder and Mr Dobinson; for the Matterdale area Cllrs

McAlpine, Gore, Crofts, Harrison, Bray (in the Chair) and Wilson. They will have delegated responsibility to instruct the Clerk how to respond to applications sent by LDNPA for consultation.

It was agreed that planning committee meetings would in general be called about seven days before the date by which comments to LDNPA were sought; this would allow any objectors' concerns to be addressed and notice of the date, place and time of the proposed meeting to be posted on the relevant parish board.

8. Accounts for 2021/22 prepared by Dodd & Co had been circulated to all Councillors, with a covering note from the Clerk. "Donations" were that to Great North Air Ambulance, the Clerk explained in answer to the only concern raised before the Annual Accounts were **approved as circulated.**

9. The **Annual Return** was approved as drafted by the Clerk (p5 of the draft having been read to the meeting and Councillors being asked to disclose any matter which needed to be reported in that section, other than the liability to Mr Trelease referred to above and the sum required to complete payments due to the Clerk for his services in 2021/22).

The Certificate of Exemption and Annual Governance Statement were approved as part of the Annual Return

10. **The budget for 2022/23** agreed at the Council's November meeting had been amended to show the actual cost of renewing the Council's subscription to CALC and its insurance. The former had come in slightly under budget: the latter slightly over budget. With these variances, the 2022 Budget was agreed.

11, 12 and 13. **Standing Orders, Financial Regulations, Risk Assessment, the Inventory of Council Assets and arrangements for the holding of (and access to) title deeds** needed to be reviewed; the review was deferred until the July meeting.

14. The **Code of Conduct for Councillors** had been reviewed and amended in 2021 and that version was adopted by the Council in place of the outdated version.

15. The **minutes** of the Parish Council meeting on **7th March 2022** were approved and signed as a true record, subject to possible amendment at Mr Clark's request as referred to in Annual Parish Meeting as referred to above.

16. Matters arising

16.1 **Dockray Village Green: fence and gate.** After discussion, it was agreed to pay Mr Trelease's bill for £969.08 in full, it being accepted that building costs generally increased considerably in 2011/22 and more work than that estimated for had been needed. Mr

Trelease is to be asked in future to warn the Council if work estimated for could not be done within the amount if the estimate.

16.2 Cllr Gore will look into the practicality (and cost) of providing an “**honesty box**” and seeking donations to the Council’s repair costs in relation to the car park by Dockray Village Green.

16.3 Cllr Gore will discuss with Ms Newport the Council’s desire to allow grass to grow on parts of the **Dockray Village Green** until its natural seeding has set and before the whole area is cut in September. The Clerk will hold off instructions to Mr Trelease pending clarity of the **cutting** required of him.

16.4 MCA is to provide an **additional seat for use on the Green**.

17. **Grazing in 2022 season.**

It was agreed to accept Mr Peter Harrison’s offer of £600 for a grazing licence at **Troutbeck** and Mr Scott Wilson’s offer of £50 for grazing at **Rushmire** and £50 for grazing at the **Recreation Field**, (with a further £50 for 2023 grazing if the Council’s needs at the Recreation Field allow).

18. **Finance**

The Clerk reported that the **current balances** were HSBC Bank plc £9,686.11cr and Skipton Building Society £66,396.04.

Expenditure was approved: to CALC for the annual subscription £159.96, to Matterdale PCC £20 for use of the meeting room, to BHIB Insurance for the insurance renewal £321.78, to Mr C Gaskell £150 for the repairs to the bench seat at Folly Lane (he had also repaired the bench seat by Cove Caravan Park at no expense to the Council: both jobs well done) and £52.50 to R Gordon Consultancy for PAYE services.

19. **Planning.**

19.1 The arrangements to delegate the response to Application 7/2022/3023 re **Wreay Farmhouse, Watermillock**, outlined to objectors at the preceding Open Forum were agreed; the Clerk will fix a site inspection for 10am on Monday 30th May, if possible, to be followed at 10.30am that day by the special Committee’s meeting at the Quiet Site (by kind invitation of Cllr Holder). It was agreed that the four Councillors who attended the April site inspection and subsequent abortive meeting would take no part in the further inspection or meeting, lest it lead to a suggestion of improper prior determination.

19.2 **Other Applications** reported by the Clerk :-

7/2002/3037 re **Lobbs, Troutbeck** (new garage, store and games room) had been granted.

7/2022/3042 re **Belle Grove, Watermillock** (rebuilding of boathouse): Watermillock Planning Committee had no objection.

7/2022/3040 re **Gowbarrow Farm**, Watermillock (proposed education room and exhibition space): Watermillock Planning Committee had no objection.

7/2021/3145 re **Another Place**, Watermillock-granted.

7/2022/3063 re **Leeming Cottage** was delegated to Watermillock Planning Committee but site inspection would be required.

7/2021/3212 re **Finkle Laithe**, Matterdale End (extension of dwelling): granted.

7/2022/3055 re **Windrush, Hutton John** (annex for additional family accommodation): the Matterdale Planning committee will hope to meet on 30th May.

20. Highways

No further issues were raised, issues of concern having been reported at the Annual Parish Meeting before Cllr Hughes left for another Council meeting

21. Training opportunities

Councillors were referred to the CALC website; Cllr Gore will attend re the new Code of Conduct adopted as above.

22. and 23. Items re **Internal Audit** adjourned. Dodd & Co had carried out the 2020/21 Internal Audit satisfactorily and the Clerk will ask them to carry out the 2021/22 Internal Audit.

24. Correspondence and Other Business

24.1 Councillors whose **email address** has not been provided to CALC did not wish it to be provided for future reference.

24.2 Cllr Bray asked for the Council's support (not financial) for the **Phase 1 Habitat Survey Project** to be carried out under the guidance of Prof Mansfield mostly in the **Matterdale Valley** initially. Landowners affected are to be approached and a public meeting held. There may be a small cost for printing and meeting expenses. If thought fit, the survey work would be extended to the whole of the Ullswater Valley, she said. No objections to her wish for support were raised.

24.3 Kevin Jackson having retired as the **Eastern Distinctive Area parishes' representative** on the LDNPA, Cllr Derbyshire (who had joined the meeting earlier) reported that Mr Colin Hindle's name is to be put forward; there were no nominations from the floor of the meeting.

24.4 The Clerk reported that Rev Cathy Helm was intending to **revive “Together”**; she needs a Watermillock correspondent. None of those present volunteered.

24.5 The gardening group recently established and meeting at Watermillock Village Hall, have offered **three silver birch trees** (japonica) to the Council. It was agreed that two would be planted on the Recreation Field and one on Dockray Village Green; Cllr Gore will liaise with Ms Newport on this.

24.6 Mr Hamilton had suggested to Cllr McAlpine that an **additional bench seat** should be sited by the public right of way above their houses at **Matterdale End**; the siting proposed had not been agreed with the landowner and it was too late to expect grant funding, perhaps. Cllr McAlpine will check the condition of the little-used seat at the Matterdale End A5091 junction to see if it could possibly be resited there as suggested.

24.7 Part of the **boundary wall of the Council’s land by the Knotts** (which will hopefully be soon sold) is defective. There is no current grazing there. The Clerk will check the deeds to see if there is a defined ownership declared there and consider what action(if any) the Council should take.

24.8 It was reported that **“Hope Springs”** (formerly known as the New School” was on the market for sale, the particulars stating that there is potential there for further development.

Cllr Wilson remains concerned that the right of way across the front part of the property is ill defined.

25. Future **meeting dates** were agreed as set out on the Agenda (which means that the next scheduled Council meeting is to be held at 7pm on Monday 4th July 2022 in Matterdale Church Room).

D. L. Brown

