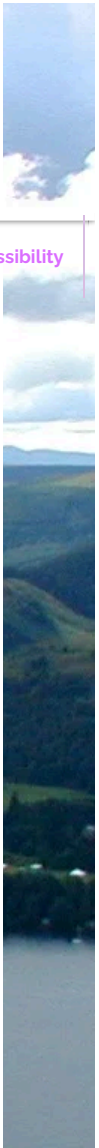


# MATTERDALE PARISH COUNCIL



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This page is for news and information about the Matterdale School Foundation and proposed new Village Hall and Education Centre

## Matterdale School Foundation

A meeting of Matterdale Parish Council as trustee of the above took place on Monday 5th September 2022, after the Matterdale Parish Council meeting that evening.

Present: Cllr. McAlpine (in the Chair), Cllrs Lloyd, Dobinson, Mrs Wilson, Mrs Bray, Harrison, Crofts, Firth, Mrs Gore, Mrs Beaumont and Holder.

In attendance: the Clerk, Mr Brown.

1. Apologies accepted: Cllr Shaw
2. The Minutes of the meeting on 4th July 2022 were approved as circulated (the final sentence of Item 6 third paragraph beginning "The PCC were reluctant....." having been removed) and then signed as a true record.
3. Cllr. Gore declared her interest as trustee of Matterdale Community Association; also Cllr McAlpine as a member of Matterdale PCC.

### 4. Matters Arising:

#### 4.1 Proposed Housing by the Knotts, Matterdale

No further progress was reported. There is a national problem concerned with nutrient neutrality, as reported at the 23rd May meeting, which needs to be resolved before planning consent will be issued. The Clerk will make further enquiry as when the proposed consent might be issued.

4. 2 The Clerk will again ask Mr Jim Blease if his son would be willing to mend the wall west of the proposed housing development at the Knotts, Matterdale.

### 5. Finance

5.1 The Clerk reported that the balances were £935.57 at Skipton Building Society; £1,931.01 at Penrith Building Society; £901.23 at Nationwide Building Society, £1,791.14 at Cumberland Building Society (deposit account) and £10,864.37 (at 31/7/22) in the current account there. Investments via the Flagstone platform (excluding any interest added) were as follows:-

At Cambridge & Counties Bank Ltd £73,893.64

At Santander International £73,893.64

At BFC Bank £73,893.64

At Sainsburys Bank plc £73,893.65

And at HSBC Bank plc £73,893.65

5.2 It was agreed that Mr Brown would continue for the time being as Clerk to the Charity whether or not his retirement as Clerk to the Parish Council as such becomes effective on 1st October 2022. His pay as Clerk to the charity will continue at £15 per hour for the expected 10 hours a month. The meeting approved payment from charity funds of £576 for the half year to 30th September 2022 and £144 to HMRC for the PAYE thereon.

#### 6. New Education/Community Building or alternative community provision

The Chairman provided an updated report, in particular he reported that the steering group have been further considering various possible ways of providing a building on the Recreation Field but had not yet reached a conclusion which could be recommended to the Council. No alternative sites were being considered. Its dilemma was to know what could be afforded with the cash available. It was estimated that a further £10k of fees would allow a Quantity Surveyor and designer to put forward possible proposals for community consultation and trustee assessment.

After discussion, it was decided that further fees should not be incurred until at least the November trustee meeting had better information as to when and if the sale of the housing land would add sufficient to the available funds to make a grid connection affordable.

The Clerk will collect the papers made available by 2030 Architects, who had been informed that their services were no longer required.

CLlr Holder has been in touch with an Ulverston company whose proposals may be very cost effective; he will supply the Chairman with the contact details.

#### 7. There was no correspondence or other business

8. Next meeting: 14th November 2022 following the Parish Council meeting at Watermillock Village Hall.

D. L. Brown

### MATTERDALE SCHOOL FOUNDATION

A meeting of Matterdale Parish Council acting as trustee of Matterdale School Foundation will be held on Monday 5th September 2022, following the Parish Council meeting.

The Agenda is as follows:-

1. Apologies for absence.

2. Declarations of interest by Councillors.

3. Approval of minutes of the last trustee meeting on 4th July 2022.

4. Matters arising from previous minutes, including progress on housing on the Matterdale Site and repairs required to boundary wall west of site to be sold.

5.1 To receive the Clerk's report on the state of the Charity's bank and building society accounts and to approve any expenditure (past or future), including £576 for Clerk's salary to 30th September 2022 and £144 PAYE.

5.2 To review the Charity's Clerking arrangements if a new Parish Council clerk is appointed to serve the Parish Council (but not the Charity) on and from 1st October 2022, to revise the current Clerk's terms of employment and to approve (if thought fit) pay of £1,800 gross for a further 12 months (based on £15 per hour for an anticipated 120 hours of work in a full year).

6.1 To receive a report on progress by the steering group appointed to consider alternative replacement provision for the Matterdale Community Hall and to hear and note Councillors' comments on such progress, and to approve, if thought fit:-

6.2 further work (and if necessary expenditure-limited to £10k) on the design, specification and professionally assessed budget for a new building on the Recreation Field, including the comparative costs for a building connected to the electricity grid and an off grid building (even if suitable only for use in warmer seasons), in any event keeping the anticipated cost of the new building to within the cash available within the Charity's current resources (excluding for the time being either proceeds of the housing land or available grants).

6.3 instruction to the Chairman, in consultation with the steering group, to arrange further consultation with the Matterdale valley community following the outcome of the further work referred to in para 6.2 above, including the pros and cons of any building provisionally proposed and the merits of setting aside a grants fund.

7. Correspondence (if any).                      8. Any other business (for information only).  
 9. To agree the next meeting date: 14th November 2022 following the 7.00pm Parish Council meeting at Watermillock Village Hall.  
 D. L. Brown

#### Matterdale School Foundation

A meeting of Matterdale Parish Council as trustee of the above took place on Monday 4th July 2022, after the Matterdale Parish Council meeting that evening.

Present: Cllr. McAlpine (in the Chair), Cllrs Lloyd, Dobinson, Mrs Wilson, Firth, Mrs Gore, Mrs Beaumont and Holder.

In attendance: the Clerk, Mr Brown.

1. Apologies accepted: Cllrs Mrs Bray, Harrison and Crofts
2. The Minutes of the meeting on 23rd May 2022 were approved and signed as a true record.
3. Cllr. Gore declared her interest as trustee of Matterdale Community Association; also Cllr McAlpine as a member of Matterdale PCC.

#### 4. Matters Arising:

##### 4.1 Proposed Housing by the Knotts, Matterdale

No further progress was reported. There is a national problem, as reported at the last meeting, which needs to be resolved before planning consent will be issued. The Clerk will make enquiry as when the proposed consent might be issued.

4. 2 The Clerk has asked Mr Jim Blease if his son would be willing to mend the wall west of the proposed housing development at the Knotts, Matterdale. At the moment he is reported as too busy. The repair is not urgent and can be left until the late months of the year.

#### 5. Finance

The Clerk reported that the balances were £935.57 at Skipton Building Society; £1,931.01 at Penrith Building Society; £901.23 at Nationwide Building Society, £1,791.14 at Cumberland Building Society (deposit account) and £11,182.80 in the current account there. Investments via the Flagstone platform were as follows:-

At Cambridge & Counties Bank Ltd £73,893.64

At Santander International £73,893.64

At BFC Bank £73,893.64

At Sainsburys Bank plc £73,893.65

And at HSBC Bank plc £73,893.65

#### 6. New Education/Community Building or alternative community provision

The Chairman reported that the steering group were considering various possible ways of providing a building on the Recreation Field but had not yet reached a conclusion which could be recommended to the Council. A smaller, lighter building, not relying on grid connection was being considered.

No alternative sites were being considered.

The Matterdale PCC is in discussion with the diocesan authority about improvements to the church which might make it more useful for community use. Heating, toilets and some work on the chancel layout were to be considered. The PCC were reluctant to extend the meeting room but that had not been ruled out.

There is a meeting planned for 8th July 2022 between representatives of Matterdale Community Association and Watermillock Village Hall aimed at joint working on a programme for some future events, which might indicate whether the Matterdale Community would benefit from the use of the Watermillock hall.

The Chairman would produce a letter explaining to Matterdale residents why the planned replacement hall cannot be built and what steps are being taken to arrange alternative community venues.

The Clerk will update Ms Jenny Wain and inform 2030 Architects that no further work is required; he will ask for their file (or at least relevant reports obtained from third parties).

7. There was no correspondence or other business
8. Next meeting: 5th September 2022 following the Parish Council meeting at Matterdale Church Room.

D. L. Brown

#### MATTERDALE SCHOOL FOUNDATION

A meeting of Matterdale Parish Council acting as trustee of Matterdale School Foundation will be held on Monday 4th July 2022, following the Parish Council meeting.

The Agenda is as follows:-

1. Apologies for absence.
  2. Declarations of interest by Councillors.
  3. Approval of minutes of the last trustee meeting on 23rd May 2022.
  4. Matters arising from previous minutes, including progress on housing on the Matterdale Site and repairs require to boundary wall west of site to be sold.
  5. To receive the Clerk's report on the state of the Charity's bank and building society accounts and to approve any expenditure (past or future).
  - 6.1 To receive a report on progress by the steering group appointed to consider alternative replacement provision for the Matterdale Community Hall and to hear and note Councillors' comments on such progress, and to approve, if thought fit:-
    - 6.1.1 an approach to the Owner of The Royal Hotel, Dockray, for provision there of an appropriate building site and car park extension and
    - 6.1.2 the release of 2030 Architects from any further professional duty to the Charity or the Parish Council (sic) and to obtain any reports or other documents from their files
  - 6.2 To approve (if thought fit) further work (and if necessary expenditure) on the design and specification for a new building on the Recreation Field, avoiding the expense of connection to the electricity grid and keeping the anticipated cost of the new building to within the cash available within the Charity's current resources.
  - 6.3 To consider a letter to the Matterdale Valley community explaining the failure to proceed with the development for which planning consent has been obtained and the options currently under consideration for meeting places for the Matterdale Valley Community
  7. Correspondence (if any).
  8. Any other business (for information only).
  9. To agree the next meeting date: 5th September 2022 following the 7.00pm Parish Council meeting at Matterdale Church Room.
- D. L. Brown

#### Matterdale School Foundation

A meeting of Matterdale Parish Council as trustee of the above took place on Monday 23rd May 2022, after the Matterdale Parish Council meeting that evening.

Present: Cllr. McAlpine (in the Chair), Cllrs Lloyd, Dobinson, Mrs Wilson, Mrs Gore, Mrs Bray, Mrs Beaumont, Shaw, Holder and Crofts.

In attendance: the Clerk, Mr Brown.

1. Apologies accepted: Cllr Firth
2. The Minutes of the meeting on 7th March 2022 were approved, including para 6.4.
3. Cllrs. Gore, Harrison, Bray and Crofts declared their interests as trustees of Matterdale Community Association; also Cllr McAlpine as a member of Matterdale PCC and Cllr Shaw as Secretary of Watermillock Village Hall CIO.
4. Matters Arising:-Proposed Housing by the Knotts, Matterdale  
Cllr McAlpine had added a note to explain the delay in the grant of planning permission to the Chairman's report he had circulated. The Clerk reported that he had asked Mr Winter to obtain further information, in the hope that issues relating to nutrient neutrality could be resolved and the decision notice issued. The delay was particularly frustrating as Edwin Thompson & Co were ready to go ahead with marketing, were it not for this delay.
5. Finance
  - 5.1. The Clerk reported that the balances were £935.57 at Skipton Building Society; £1,931.01 at Penrith Building Society; £901.23 at Nationwide Building Society, £1,791.14 at Cumberland Building Society (deposit account) and £11,182.80 in the current account there. Investments via the Flagstone platform had been made since the last meeting as follows:-  
At Cambridge & Counties Bank Ltd £73,893.64 (95 days notice at 0.80%)  
At Santander International £73,893.64 (95 days at 0.80 %)

At BFC Bank £73,893.64 (95 days at 0.70%)

At Sainsburys Bank plc £73,893.65 (6 months at 1.21%)

And at HSBC Bank plc £73,893.65 (6 months at 1.03%)

5.2 Expenditure by the Charity was authorised: sums due to the Clerk as set out on the agenda for the meeting on 7th March 2022 had been paid; also £63.00 (ex VAT) to R Gordon Consultancy for payroll services and £255.37 to BHIB Insurance for the annual insurance. It was agreed to pay a further £20 to Matterdale PCC for use of its meeting room and £25 to the Clerk to reimburse his expense of annual subscription to the Charity Law Association.

5.3 The Accounts to 31st March 2022 had been drafted by Dodd & Co and circulated; these were accepted and approved. The Clerk will ask Dodd & Co to prepare the Annual Charity Return.

6. New Education/Community Building or alternative community provision

6.1 The Chairman's report was received and accepted.

6.2 A 13th May 2022 letter from Cllr Shaw in his capacity as Secretary of Watermillock Village Hall CIO had been received. The Charity agreed that joint MCA/Watermillock Village Hall events would be welcome. Such events are expected to include a harvest supper, a Burn's night and a craft event. This programme is intended to enable MCA to assess whether the community would support any investment of MSF funds in the improvement of the hall facilities in Watermillock.

7. There was no correspondence or other business

8. Next meeting: 4th July 2022 following the Parish Council meeting at Matterdale Church Room.

D. L. Brown

#### MATTERDALE SCHOOL FOUNDATION

A meeting of Matterdale Parish Council acting as trustee of Matterdale School Foundation will be held on Monday 23rd May 2022, following the Parish Council meeting.

The Agenda is as follows:-

1. Apologies for absence.

2. Declarations of interest by Councillors.

3. Approval of minutes of the last trustee meeting on 7th March 2022.

4. Matters arising from previous minutes, including progress on housing on the Matterdale Site.

5.1 To receive the Clerk's report on the state of the Charity's bank and building society accounts and to approve any expenditure (past or future).

5.2 To review investment strategy and appoint the Investment Committee.

5.3 To receive and approve the Charity's Accounts for 2021/22 and to authorize the Annual Return to the Charity Commission.

6. To receive a report on progress by the steering group appointed to consider alternative replacement provision for the Matterdale Community Hall and to hear and note Councillors' comments on such progress.

7. To review the appointment of D. L. Brown as the Clerk to the Charity, his expected hours in 2022/23 and pay (£15 per hour for 10 hours a month to be proposed).

8. Correspondence.

9. Any other business (for information only).

10. To agree the next meeting date: 4th July 2022 following the 7.00pm Parish Council meeting at Matterdale Church Room.

D. L. Brown

#### Matterdale School Foundation

A meeting of Matterdale Parish Council as trustee of the above took place on Monday 7th March 2022, after the Matterdale Parish Council meeting that evening.

Present: Cllr. McAlpine (in the Chair), Cllrs Lloyd, Dobinson, Mrs Wilson, Mrs Gore, Mrs Bray, Holder and Crofts.

In attendance: the Clerk, Mr Brown.

1. Apologies accepted: Cllr Firth, Shaw, Harrison and Beaumont.

2. The Minutes of the meeting on 10th January 2022 were approved, after adding (in para 7.1) Jane Wood as among those attending the meeting on 8th December 2011.

3. Cllrs. Gore, Harrison, Bray and Crofts declared their interests as trustees of Matterdale Community Association; also Cllr McAlpine as a member of Matterdale PCC.

4. Matters Arising:-The Clerk had written to Messrs Ackroyd, Wood, Williams and Newport to bring

them up to date on the proposed Education/Community building at the Recreation Ground.

#### 5. Proposed Housing by the Knotts, Matterdale

LDNPA has provided the draft s 106 Agreement and accompanying plan. The Clerk had met Chris Ryder of Arnison Heelis, solicitors to instruct them to act for the Council. The Clerk has negotiated with LDNPA some changes to the draft (mainly of a corrective nature). He has circulated the updated version of the Agreement, which it was agreed should be executed on behalf of the Charity and the Parish Council, with a view to its early completion.

The Clerk has instructed Edwin Thompson & Co, who have agreed to reduce their minimum commission from the £4k quoted. Some preparatory work has been done; draft sale particulars are awaited. Progress with marketing can be made once the s106 Agreement has been completed and the planning consent issued.

An offer for the entire holding in the sum of £60k has been made; also of £30k for what will be retained after sale of the housing site. It was agreed that neither offer is acceptable. The land to be retained is not for sale at present; it may go on the market when the housing has been built and the houses occupied.

#### 6. New Education/Community Building or alternative community provision

6.1 The remit of the steering group having been extended, the group has met with Rev Cathy Helm, priest in charge of Matterdale, Watermillock and Dacre, and a note of that meeting had been circulated to Councillors. The Matterdale PCC is to follow up outline proposals for church alterations and an improved meeting room at the back of the Church. It is thought that the meeting room could be doubled in size, though two graves would need to be moved. The diocesan architect will need to be informally consulted before any faculty application can be sensibly prepared.

Parking at present is very limited and it may be an approach should be made to the landowner across the minor road from the Church, to see if he would agree to a land exchange involving the Recreation Field or some part of it.

Substantial charity investment in an improved meeting room may run into sustainability problems; the protection of its investment needs to be considered.

The modifications to the Church building, to upgrade the heating particularly, is expected to come out of church reserves.

6.2 Some limited building on the Recreation Field has not by any means been ruled out; possibly some meeting facilities could be achieved, as well as storage, showers, lavatories and a limited kitchen.

6.3 The steering committee will also need to consider land held with the Royal Hotel, Dockray, which has potential for a small development, though whether the owner of the hotel will allow this is not known.

6.4 It was felt that a further consultation with local residents would be premature, as firm proposals cannot yet be made.

#### 7. Proposed incorporation of the charity as a Charitable Incorporated Organization ("CIO")

The updated template for a CIO has been sent to the Clerk, along with notes on the new form. The Clerk will revise the draft already agreed to follow the new template and guidance. Delay in the formation of the CIO will not hamper a sale of the housing site.

8.1. The Clerk reported that the balances were £935.57 at Skipton Building Society; £1,849.52 at Penrith Building Society; £825.94 at Nationwide Building Society, £2,848.17 at Cumberland Building Society (deposit account) and £12,189.21 in the current account there (£60k having been sent to Flagstone Investment Management Ltd for investment in an interest earning account, £77,725.00 at Cambridge and Counties Bank, £77,000.00 at Arbutnot Latham, £77,000.00 at Aldermore Bank and £77,000.00 at Charter Savings Bank (interest being due to be added on these four accounts). New short term deposits will be needed later in the month, though for not more than a year it was agreed.

8.2 Expenditure by the Charity was authorised: sums due to the Clerk as set out on the agenda were agreed and £55 to Matterdale PCC for the use of its meeting room for three steering group meetings.

9. There was no correspondence or other business

10. Next meeting: 23rd May 2022 following the Parish Council meeting at Matterdale Church Room.

D. L. Brown

### Matterdale School Foundation

A meeting of Matterdale Parish Council as trustee of the above took place on Monday 10th January 2022, after the Matterdale Parish Council meeting that evening.

Present: Cllr. McAlpine (in the Chair), Cllrs Lloyd, Dobinson, Mrs Wilson, Mrs Gore, Mrs Bray, Holder, Shaw, Crofts, Mrs Beaumont and Harrison.

In attendance: the Clerk, Mr Brown.

1. Apologies accepted: Cllr Firth.

2. The Minutes of the meeting on 1st November 2021 were approved as circulated.

3. Cllrs. Gore, Harrison, Bray and Crofts declared their interests as trustees of Matterdale Community Association.

4. Matters Arising:-None.

5. Proposed Housing by the Knotts, Matterdale

The Development Control Committee of LDNPA at its meeting on 3rd November 2021 had approved the planning application. A s106 Agreement is required to ensure the development remains two affordable and two local needs dwellings. LDNPA has provided the draft s 106 Agreement and accompanying plan. The Clerk is to instruct solicitors to act for the Council, asking them to advise on the draft with a view to acting for the Council on the sale. It was agreed that Messrs Arnisons of Penrith be approached.

An offer had been received from several local house owners who had objected to the development; the offer letter was read to the meeting. In short, however, the Clerk advised that the provisions of ss117 to 119 of Charities Act 2011, in particular, mean that the charity should put the site on the open market. It was agreed that the offer of "in the region of £60k", for the development site and the remaining charity land to its west, be notified to the selling agents.

The Clerk had approached two prospective firms who might act as selling agents, PFK of Penrith and Edwin Thompson & Co of Carlisle. He and Cllr Firth had met separately with Mr Daniel Brown of PFK and Mr John Raven and Ms Ruth Richardson of Edwin Thompson & Co. Both firms had expressed a confident hope that the sale price would be £200k to £250k. There was a considerable difference between the respective commission rates and the extra charges proposed for advertising, PFK being the lower quote. After discussion, Councillors (some of whom had a previous satisfactory relationship with Edwin Thompson & Co) authorized the Clerk to instruct Edwin Thompson & Co, provided their minimum commission was reduced from the £4k quoted. The further instructions to the Clerk when required were delegated to Cllrs Firth, Holder and McAlpine.

6. Progress with proposed new Education/Community Building

6.1 Cllr McAlpine presented a report (attached). It was agreed that the project to build on the Recreation Field be paused, in the hope that proceeds of the sale of the housing land at the Knotts, and grant availability, would make a suitable building affordable, particularly if the spike in the costs of materials and labour over the past nine months or so turns out to be temporary. During the pause, no further fees on the project will be incurred.

6.2 The remit of the steering group was extended, so that it could consider alternative ways of meeting the objects of the charity and providing a venue for local residents to meet. The steering group are to report back to the Council's trustee meetings.

7. Proposed incorporation of the charity as a Charitable Incorporated Organization ("CIO")

7.1 Cllrs McAlpine, Gore and the Clerk had met with potential co-optees, Jeremy Ackroyd and Anna Williams on Wednesday 8th December 2021. Both had expressed interest in becoming trustees of the CIO when formed, as had Jane Newport and Jane Wood. It was agreed that they should all be kept abreast of progress with the Recreation Field project, but that there would be no appointments, save of Parish Councillors, until the housing land had been sold and the project had proper finance and approval from the Council.

7.2 The meeting approved progress with the proposed incorporation, although the Clerk had been told that the Charity Commission would be revising the template form for the foundation model, and may not accept an application based on the current model. It was agreed that all Parish Councillors should be founding trustees, the Clerk to use his discretion on the periods of appointment of each, so that in general older trustees would have a shorter term than younger (four trustees to be appointed for each of the three terms- two, three and four)

The Clerk was instructed to progress the incorporation.

8.1. The Clerk reported that the balances were £935.57 at Skipton Building Society; £1,849.52 at Penrith Building Society; £825.94 at Nationwide Building Society, £2,848.17 at Cumberland Building Society (deposit account) and £76,491.21 in the current account there, £77,725.00 at Cambridge and Counties Bank, £77,000.00 at Arbuthnot Latham, £77,000.00 at Aldermore Bank and £77,000.00 at Charter Savings Bank. The Clerk will continue look to invest from the funds in the current account at Cumberland Building Society in an appropriate interest bearing account.

7.2 Expenditure by the Charity was authorised: £4,500 (inclusive of VAT) to 2030 Architects, £1,100 to Motmot Consulting (no vat), £475 to Peter Winter Town Planning Services Limited (no vat) and £15 to Matterdale PCC for the use of its meeting room on 8th December 2021.

Since the last meeting £1,136.40 (no vat) had been paid to Fairfield Cost Consultants for the assessment of the building costs of the proposed Education/community building on the Recreation Field and £2,154 (incl vat) to Geo Environmental Engineering for its ground investigation and report re the Recreation Field, both these bills having been approved before payment.

8. There was no correspondence or other business

9. Next meeting: 7th March 2022 following the Parish Council meeting..

D. L. Brown

#### Matterdale School Foundation

A meeting of Matterdale Parish Council as trustee of the above took place on Monday 1st November 2021, after the Matterdale Parish Council meeting that evening.

Present: Cllr. McAlpine (in the Chair), Cllrs Lloyd, Dobinson, Mrs Wilson, Mrs Gore Mrs Bray, Holder, Shaw, Crofts, Firth and Harrison.

In attendance: the Clerk, Mr Brown.

1. Apologies accepted: Cllr Mrs Beaumont.

2. The Minutes of the meeting on 6th September 2021 were approved as circulated.

3. Cllrs. Gore, Harrison, Bray and Crofts declared their interests as trustees of Matterdale Community Association.

4. Matters Arising:-None.

5. Proposed Housing by the Knotts, Matterdale

The Development Control Committee of LDNPA is now expected to reach its decision on the application at its meeting on 3rd November 2021. The LDNPA planning officer, Mr Long, is recommending approval.

It was agreed that if consent is granted the Clerk should approach two prospective firms who might act as selling agents and report back to the working group (Cllrs Firth, Holder and McAlpine). If consent is refused, the Clerk should get advice from Mr Winter as to the prospects of a successful appeal and report the advice to that group. Decisions on the instruction of Agents or the lodging of an appeal were delegated to that group, to the extent that decisions were needed before the next scheduled Charity meeting.

6. Progress with proposed new Education/Community Building

6.1 Cllr McAlpine presented a report (attached). The Quantity Surveyor, Mr Ed Bushell, had presented his costings to the steering group and the architect, Mrs T Hart. The cost of the project (inclusive of costs to date) had been put at just over £1m, a much greater figure than the steering group had been led to believe.

6.2 As funds in hand were c£450k, Jenny Wain had been asked to review availability of grants again. The Architect has been asked to review the costs estimate in the light of the Quantity Surveyor's report and look at alternatives to the project as costed by him. The Steering Group need to see what building the Charity was likely to be able to afford. The Steering Committee will be meeting on 2nd November and again later in the month before reporting back to the Charity.

6.3 Cllr McAlpine and the Clerk will seek a meeting with Hellen Aitken of ACT, in the hope that the prospects of Lottery funding have improved.

6.4 A further Charity meeting may be needed; 6th December 2021 is the likely date for Councillors to note (again 7.00pm at Watermillock Village Hall). The issue is whether a worthwhile building can be afforded or whether the funds available should be invested over a longer time frame (perhaps five years or so) in the hope that building costs and grants available would by then produce more favourable prospects of achieving a suitable development.



7. The Clerk had circulated a note of 18th October 2021 re the procedure to be followed in relation to the incorporation of the charity as a Charitable Incorporated Organization (“CIO”) and (with help from Jane Newport) had edited the Foundation Model provided by the Charity Commission as a template.

Cllrs Gore and McAlpine had reviewed and agreed the edited version of the constitution and the procedure proposed in that note and agreed to be the founder trustees of the CIO, with a view to at least three further local trustees of their choosing being added by co-option. They hope that they and the Clerk can meet with the potential co-optees (on Wednesday 8th December 2021, in Matterdale Church Room at 7.00pm if possible).

The Clerk was instructed to progress the incorporation.

7.1. The Clerk reported that the balances were £921.36 (plus interest to 31st October 2021) at Skipton Building Society; £1,849.52 at Penrith Building Society; £825.94 at Nationwide Building Society, £2,848.17 at Cumberland Building Society (deposit account) and £80,011.83 in the current account there, £77,725.00 at Cambridge and Counties Bank, £77,000.00 at Arbutnot Latham, £77,000.00 at Aldermore Bank and £77,000.00 at Charter Savings Bank. The Clerk will continue look to invest £40k from the funds in current account at Cumberland Building Society in an appropriate interest bearing account.

7.2 Expenditure by the Charity was authorised: £2,848.17 (inclusive of VAT) to 2030 Architects.

8. There was no correspondence or other business

9. Next meeting: 10th January 2022 following the Parish Council meeting (plus 6th December 2021 as referred to in para.6.4 above, if needed).

D. L. Brown

#### Matterdale School Foundation

A meeting of Matterdale Parish Council as trustee of the above took place on Monday 6th September 2021, after the Matterdale Parish Council meeting that evening.

Present: Cllr. McAlpine (in the Chair), Cllrs Lloyd, Dobinson, Mrs Wilson, Mrs Beaumont, Mrs Bray, Holder, Shaw, Crofts, Firth and Harrison.

In attendance: the Clerk, Mr Brown.

1. Apologies accepted: Cllr Mrs Gore, who, being away from home, was in attendance virtually.

2. The Minutes of the meeting on 5th July 2021 were approved as circulated.

3. Cllrs. Gore, Harrison, Bray and Crofts declared their interests as trustees of Matterdale Community Association.

4. Matters Arising:-the Clerk reported that the Charity’s annual report had been filed.

5. Proposed Housing by the Knotts, Matterdale

The Development Control Committee of LDNPA is now expected to reach its decision on the application at its meeting on 6th October 2021. Refuse collection arrangements are holding up the planning officer’s report, it was believed

6. Progress with proposed new Education/Community Building

6.1 Cllr McAlpine presented a report (attached). It was agreed that the architects should be instructed to apply for amendment of the planning consent granted, re-siting the building to take account of the position of the water main and revising the site layout to remain within the development site, as shown by the revised drawing forming part of his report.

6.2 It was agreed that the steering group should have authority to appoint a Quantity Surveyor.

6.3 On 23rd August 2021 the Clerk had circulated the attached 12 point “Suggested process” to enable the charity to become the sole owner of the Recreation Field, involving the incorporation of the charity as a Charitable Incorporated Organization (“CIO”), using the Foundation Model provided by the Charity Commission as a template. The draft constitution had been considered by Cllrs Firth, Bray, Gore and McAlpine and was laid on the table as amended and agreed by them. They were all agreed that the recommendation to incorporate should be implemented.

Councillors accepted that the Council would no longer control the Charity and that all charity assets, including the cash reserves and land retained following the sale of the New School (aka the Matterdale Recreation Centre or Hope Springs), would be transferred to the Incorporated Charity when formed.

Two from among Cllrs Bray, Gore and McAlpine would be the founder trustees of the CIO, with a

view to three further local trustees of their choosing being added by co-option. There would then be no longer a conflict of interest between the Parish Council and the Charity when it came to negotiating the price of the Recreation Field and other terms of the transaction; furthermore the CIO would be enabled to enter the building contract when the time came.

The Clerk was instructed to progress the incorporation of the charity.

6.4 The steering group is to press on with proposed applications for grant funding, including to the Lake District Foundation and the Garfield Weston Foundation. A further meeting is to take place on 8th September 2021 with Ms Jenny Wain and Ms Tracey Hart.

7.1. The Clerk reported that, following reinvestment of reserves via the Flagstone platform, the balances were £921.36 at Skipton Building Society; £1,849.52 at Penrith Building Society; £825.94 at Nationwide Building Society, £1,965.91 at Cumberland Building Society (deposit account) and £84,234.78 in the current account there, £77,725.00 at Cambridge and Counties Bank, £77,000.00 at Arbuthnot Latham, £77,000.00 at Aldermore Bank and £77,000.00 at Charter Savings Bank. The Clerk will look to reinvest the £40k in an appropriate interest bearing account.

7.2 Expenditure by the Charity was authorised: £216 incl vat to Dodd & Co for preparing the 2020/21 Accounts and filing the Annual Return, £576 to the Clerk for his half year salary and £144 for paye thereon..

8. There was no correspondence or other business

9. Next meeting: 1st November 2021 following the Parish Council meeting.

D. L. Brown

#### MATTERDALE SCHOOL FOUNDATION

A meeting of Matterdale Parish Council acting as trustee of Matterdale School Foundation will be held on Monday 1st November 2021, following the Parish Council meeting, for which the Agenda is as follows:-

1. Apologies for absence.
2. Declarations of interest by Councillors.
3. Approval of minutes of the last trustee meeting on 6th September 2021.
4. Matters arising from previous minutes.
5. To receive a report of progress re the proposed housing adjacent to The Knotts
6. To review progress re the proposed Education/Community building on the Recreation Ground.
7. Procedure proposed following incorporation of the charity as a Charitable Incorporated Organization (see clerk's suggested process as revised).
8. To receive the Clerk's report on the state of the Charity's bank and building society accounts and to approve any expenditure and/or reinvestment.
9. Correspondence.
10. Any other business (for information only).
11. To agree the next meeting date and 2022 meeting dates (see PC agenda).

D. L. Brown

#### Matterdale School Foundation

A meeting of Matterdale Parish Council as trustee of the above took place on Monday 6th September 2021, after the Matterdale Parish Council meeting that evening.

Present: Cllr. McAlpine (in the Chair), Cllrs Lloyd, Dobinson, Mrs Wilson, Mrs Beaumont, Mrs Bray, Holder, Shaw, Crofts, Firth and Harrison.

In attendance: the Clerk, Mr Brown.

1. Apologies accepted: Cllr Mrs Gore, who, being away from home, was in attendance virtually.
2. The Minutes of the meeting on 5th July 2021 were approved as circulated.
3. Cllrs. Gore, Harrison, Bray and Crofts declared their interests as trustees of Matterdale Community Association.
4. Matters Arising:-the Clerk reported that the Charity's annual report had been filed.
5. Proposed Housing by the Knotts, Matterdale

The Development Control Committee of LDNPA is now expected to reach its decision on the

application at its meeting on 6th October 2021. Refuse collection arrangements are holding up the

planning officer's report, it was believed

#### 6. Progress with proposed new Education/Community Building

6.1 Cllr McAlpine presented a report (attached). It was agreed that the architects should be instructed to apply for amendment of the planning consent granted, re-siting the building to take account of the position of the water main and revising the site layout to remain within the development site, as shown by the revised drawing forming part of his report.

6.2 It was agreed that the steering group should have authority to appoint a Quantity Surveyor.

6.3 On 23rd August 2021 the Clerk had circulated the attached 12 point "Suggested process" to enable the charity to become the sole owner of the Recreation Field, involving the incorporation of the charity as a Charitable Incorporated Organization ("CIO"), using the Foundation Model provided by the Charity Commission as a template. The draft constitution had been considered by Cllrs Firth, Bray, Gore and McAlpine and was laid on the table as amended and agreed by them. They were all agreed that the recommendation to incorporate should be implemented.

Councillors accepted that the Council would no longer control the Charity and that all charity assets, including the cash reserves and land retained following the sale of the New School (aka the Matterdale Recreation Centre or Hope Springs), would be transferred to the Incorporated Charity when formed.

Two from among Cllrs Bray, Gore and McAlpine would be the founder trustees of the CIO, with a view to three further local trustees of their choosing being added by co-option. There would then be no longer a conflict of interest between the Parish Council and the Charity when it came to negotiating the price of the Recreation Field and other terms of the transaction; furthermore the CIO would be enabled to enter the building contract when the time came.

The Clerk was instructed to progress the incorporation of the charity.

6.4 The steering group is to press on with proposed applications for grant funding, including to the Lake District Foundation and the Garfield Weston Foundation. A further meeting is to take place on 8th September 2021 with Ms Jenny Wain and Ms Tracey Hart.

7.1. The Clerk reported that, following reinvestment of reserves via the Flagstone platform, the balances were £921.36 at Skipton Building Society; £1,849.52 at Penrith Building Society; £825.94 at Nationwide Building Society, £1,965.91 at Cumberland Building Society (deposit account) and £84,234.78 in the current account there, £77,725.00 at Cambridge and Counties Bank, £77,000.00 at Arbuthnot Latham, £77,000.00 at Aldermore Bank and £77,000.00 at Charter Savings Bank. The Clerk will look to reinvest the £40k in an appropriate interest bearing account.

7.2 Expenditure by the Charity was authorised: £216 incl vat to Dodd & Co for preparing the 2020/21 Accounts and filing the Annual Return, £576 to the Clerk for his half year salary and £144 for paye thereon..

8. There was no correspondence or other business

9. Next meeting: 1st November 2021 following the Parish Council meeting.

D. L. Brown

A meeting of Matterdale Parish Council acting as trustee of Matterdale School Foundation will be held on Monday 6th September 2021, following the Parish Council meeting, for which the Agenda is as follows:-

1. Apologies for absence.
2. Declarations of interest by Councillors.
3. Approval of minutes of the last trustee meeting on 5th July 2021.
4. Matters arising from previous minutes (charity return filed).
5. To receive a report of progress re the proposed housing adjacent to The Knotts
6. To review progress re the proposed Education/Community building on the Recreation Ground, including proposal for incorporation of the charity as a Charitable Incorporated Organization and related steps to avoid conflicts of interest and purchase of the recreation Field by the charity- see clerk's suggested process as already circulated.
7. To receive the Clerk's report on the state of the Charity's bank and building society accounts and to approve any expenditure and/or reinvestment.
8. Correspondence.
9. Any other business (for information only).

10. To agree the next meeting date: 1st November 2021 following the 7.00pm Parish Council meeting to be proposed.

D. L. Brown

#### Matterdale School Foundation

A meeting of Matterdale Parish Council as trustee of the above took place on Monday 5th July 2021, after the Matterdale Parish Council meeting that evening.

Present: Cllr. McAlpine (in the Chair), Cllrs Lloyd, Dobinson, Mrs Wilson, Shaw, Crofts, Mrs Gore, Firth and Harrison.

In attendance: the Clerk, Mr Brown.

1. Apologies: Cllrs. Mrs Beaumont, Mrs Bray and Holder
2. The Minutes of the meeting on 14th June 2021 were approved as circulated.
3. Cllrs. Gore, Harrison and Crofts declared their interests as trustees of Matterdale Community Association.

4. Matters Arising:-None.

5. Proposed Housing by the Knotts, Matterdale

The Development Control Committee of LDNPA is now expected to reach its decision on the application at its meeting on 4th August 2021.

6. Progress with proposed new Education/Community Building

There is to be a further meeting of the steering group with Tracey Hart of 2030 Architects on Wednesday 7th July. Progress is being made with an application for grant funding to the Garfield Weston Foundation, with Jenny Wain's assistance, and the Clerk has registered MSF's interest with the Lake District Foundation. The water main has been found to be c6 metres into the site as shown on the North West Water map. The planned building will need to be relocated, the Chairman said.

7.1. The Clerk reported that, following reinvestment of reserves via the Flagstone platform, the balances were £2,169.36 at Skipton Building Society; £1,849.52 at Penrith Building Society; £825.94 at Nationwide Building Society (notice of withdrawal of £80,000 having taken effect on 25th June 2021), £1,965.91 at Cumberland Building Society (deposit account) and £4,234.78 in the current account there, £77,725.00 at Cambridge and Counties Bank, £77,000.00 at Arbuthnot Latham, £77,000.00 at Aldermore Bank and £77,000.00 at Charter Savings Bank (in total £399,770.51, when the £80k withdrawal, currently held at HSBC Bank plc, is taken into account). The Clerk will look to reinvest the £80k in an appropriate interest bearing account.

7.2 Expenditure by the Charity was authorised: £1,140, including VAT of £190, to SiteScan North West Ltd for the GPR survey (and pegging out of results) required at the Recreation Field re the new Education/ Community Centre.

8. There was no correspondence or other business

9. Next meeting: 6th September 2021 following the Parish Council meeting.

D. L. Brown

#### Matterdale School Foundation

A meeting of Matterdale Parish Council as trustee of the above took place on Monday 14th June 2021 after the Matterdale Parish Council meeting that evening.

Present: Cllr. McAlpine (in the Chair), Cllrs Lloyd, Shaw, Crofts, Mrs Gore, Mrs Beaumont, Firth, Mrs Bray, Dobinson, Mrs Wilson, and Holder. The Chairman's report to the meeting was received as attached. In attendance: the Clerk, Mr Brown.

1. Cllr Harrison had given his apologies.

2. The Chairman gave a report of issues relating to the proposed new Education/Community building to be dealt with by the steering group (as attached).

It was agreed that Jenny Wain be asked to continue her fund raising efforts and an initial assessment by Joanne Conlon as QS at a cost of £500 be sought.

Garfield Weston Foundation had asked for confirmation that the Charity either owned the site or had a lease of at least 80 years on it. The Clerk is to reply explaining the present arrangement. It may be that the Charity will need to buy the site from the Council to meet the grant conditions of this (and

other possible funders).

3. The Clerk and Chair will ensure that the Charity's Annual Return is completed for the year to 31st March 2021, the annual accounts having been agreed as circulated..

4. Next meeting: 5th July 2021 following the Parish Council meeting.

D. L. Brown

#### Matterdale School Foundation

A meeting of Matterdale Parish Council as trustee of the above took place on Monday 17th May 2021 , after the Matterdale Parish Council meeting that evening.

Present: Cllr. McAlpine (in the Chair), Cllrs Lloyd, Dobinson, Mrs Wilson, Shaw, Crofts, Mrs Gore, Mrs Beaumont, Firth, Mrs Bray, Harrison and Holder.

In attendance: the Clerk, Mr Brown.

1. There were no apologies.

2. The Minutes of the meeting on 1st March 2021 were approved as circulated.

3. Cllrs Gore, Bray, Harrison and Crofts declared their interests as trustees of Matterdale Community Association.

4. Matters Arising:-

Proposed Housing by the Knotts, Matterdale

There had been correspondence between LDNPA and Mr Winter about the viability of the scheme;

Mr Winter had explained the viability information he had, based on figures from PFK. The progress of the application is now in the hands of LDNPA.

It was agreed that, if the matter went to the Development Control Committee of LDNPA, Mr Winter should be asked to represent the Charity.

5.1. The Clerk reported that, following reinvestment of reserves via the Flagstone platform, the balances were £2,169.36 at Skipton Building Society; £1,849.52 at Penrith Building Society; £80,825.94 at Nationwide Building Society (notice of withdrawal having been given to expire c25th June 2021), £1,965.91 at Cumberland Building Society (deposit account) and £4,234.78 in the current account there, £77,725.00 at Cambridge and Counties Bank, £77,000.00 at Arbuthnot Latham, £77,000.00 at Aldermore Bank and £77,000.00 at Charter Savings Bank (in total £399,770.51).

5.2 Expenditure by the Charity was authorised: £108 to Motmot Consulting for Jenny Wain's updated report on sources of grant funding for the new Education/ Community Centre.

5.3 The draft accounts for the year to 31st March 2012 not being available, the approval of accounts was adjourned to the next Charity meeting

6. The Chairman, Cllr McAlpine reported that planning application for the proposed Education/Community Building had been granted by LDNPA (7/2020/3163). The conditions of the consent are not regarded as insurmountable, so 2030 Architects had been instructed to proceed with the detailed design work.

The steering group had met virtually with Ms Hart of 2030 Architects in the previous week; she will pursue urgently the need for a report on possible contamination of the site from nearby "quarrying" and the efforts to locate the precise position of the water main within the site (United Utilities' map showing it to be c6 metres into the site, resulting, if so, in a revised site layout being necessary- unless the water main could be diverted, which the steering group had been advised would be very costly). Further information is being sought but, if needed, it was agreed that the instructed structural engineer should be asked to investigate the location of the water main as a priority.

It was agreed that a Quantity Surveyor should be instructed to make a preliminary assessment of the likely cost of development, a fee of £500 excluding VAT to be expected.

Ms Hart would also try to get a fix on the cost of a grid connection (3 phase being preferred) and contact the Environment Agency and National Trust on drainage aspects of the development.

There had been put to the steering group by Ms Hart the possibility of "partnering" with a selected construction company in the development of the detailed proposals; this should avoid the foreseen problems with going to tender at a time when builders were stretched to cope with high demand.

This possibility was left open for future consideration by the steering group before the proposal is brought to the Charity for a decision (the Council's financial regulations and Charity Commission guidance being pertinent).

It was agreed that Mr Michael Reed should be asked to join the steering group.

#### 7. Clerk to the Charity

Cllr Bray had indicated that for various reasons, particularly current demands on her time, she felt unable to take over as Clerk to the Charity from 1st April 2021 as proposed. Mr Brown had agreed to continue for the foreseeable future therefore.

It was agreed that he should continue to carry a salary of £15 per hour and that 10 hrs a month of work would be a likely requirement, taking one month with another.

#### 8. There was no correspondence or other business

9. Next meeting: 26th May 2021 following the Parish Council meeting, if the Accounts to 31st March 2021 are then available, and Monday 5th July 2021 after the Parish Council meeting.

D. L. Brown

#### MATTERDALE SCHOOL FOUNDATION

A meeting of Matterdale Parish Council acting as trustee of Matterdale School Foundation will be held on Monday 17th May 2021, following the Parish Council meeting.

The Agenda is as follows:-

1. Apologies for absence.
2. Declarations of interest by Councillors.
3. Approval of minutes of the last trustee meeting on 1st March 2021.
4. Matters arising from previous minutes, including progress on housing on the Matterdale Site.
- 5.1 To receive the Clerk's report on the state of the Charity's bank and building society accounts and to approve any expenditure (past or future).
- 5.2 To appoint the Investment Committee.
- 5.3 To receive and approve the Charity's Accounts for 2020/21 and to authorize the Annual Return to the Charity Commission.
- 6.1 To review progress with the proposed Education/ Community building to be erected on the Recreation Field.
- 6.2 To confirm the remit and membership of the steering group and who might be added to it.
7. To review the appointment of D. L. Brown as the Clerk to the Charity, his expected hours in 2021/22 and pay (£15 per hour for 10 hours a month to be proposed).
8. Correspondence.
9. Any other business (for information only).
10. To agree the next meeting date: 5th July 2021 following the 7.00pm Parish Council meeting at Watermillock (or virtual).

D. L. Brown

#### Matterdale School Foundation

A meeting of Matterdale Parish Council as trustee of the above took place on Monday 1st March 2021 by "Zoom", after the Matterdale Parish Council meeting that evening.

"Present": Cllr. McAlpine (in the Chair), Cllrs Lloyd, Shaw, Crofts, Mrs Gore, Mrs Beaumont, Firth, Mrs Bray, Harrison and Holder. The Chairman's report to the meeting was received as attached. In attendance virtually: the Clerk, Mr Brown.

1. Cllrs Dobinson and Mrs Wilson were unable to be "present".
2. The Minutes of the meeting on 4th January 2021 were approved as circulated.
3. Cllrs Gore, Bray, Harrison and Crofts declared their interests as trustees of Matterdale Community Association and Cllr Bray in item 7.

#### 4. Matters Arising:-

##### 4.1 Proposed Housing by the Knotts, Matterdale

Mr Winter had revised the draft letter to objectors; the draft had been circulated to the steering group. Cllr Firth will look at the draft again and comment to the Clerk, who should then send the letter as revised as soon as possible.

There would then be no reason why the further information should not be supplied to LDNPA, with a view to early progress with the planning application.

4.2 Investment through the Flagstone platform had been discussed among the investment committee of Cllrs McAlpine, Firth and Lloyd immediately prior to the Parish Council meeting.

Unless the architects advise otherwise, it seemed sensible to invest the c£400k available in

tranches- ie c1/8 at 3 months' notice, c1/8th at 6 months' notice and c6/8ths at 12 months' notice. This would, when taken with the c£60k in the Parish Council Recreation Fund, and the c£10k in the Cumberland B S current account allow the further professional work and the tendering process to proceed once planning consent for the new Education/Community building has been obtained and should fit the timetable for monthly or other payments required once development work starts.

There needs to be a revised timetable for building work but the current opinion of the Councillors was that a start on site is not likely before Spring 2022.

The Clerk was instructed to proceed with the re-investment of the Charity's cash in hand along the lines set out above.

5.1. The Clerk reported that the balances were £74,328.85 at Skipton Building Society; £81,664.27 at Penrith Building Society; £80,487.01 at Nationwide Building Society, £81,722.34 at Cumberland Building Society (deposit account) and £10,558.68 in the current account there (of which £5k and £4,500 had been received as grants from Cumbria County Council and Eden District Council respectively and assuming that the interest from Shawcross Bank of £1,054.21 has been credited there since the last statement was received) and £80,000.00 at Shawcross Bank (now earning 0.10%).

5.2 Expenditure by the Charity was authorised as follows:- payment of £687.60, £104 and £22.32 to the Clerk for ½ year salary, use of home as office and travel (both for 2020/21 financial year), £144 to HMRC for PAYE on above salary and £5,849.50 to 2030 Architects for MSF's contribution to their fees (invoices 1942 and 1941).

6.1. The planning application for the proposed Education/Community Building was now listed by LDNPA on its website (7/2020/3163). The expectation is that it will be considered at its Development Committee on 7th April or 5th May 2021. The Clerk had informed LDNPA that Cllr McAlpine would speak for the Parish Council at the committee (which is likely to be a virtual meeting) and had offered a virtual presence of the architect and/or himself to answer any questions the Development Committee might then have. A site visit was unlikely, the Clerk had been told.

There is to be a discussion of the issues (mainly the redesign of the proposed building) between 2030 Architects and LDNPA in about 14 days' time; the steering group and/or the Council may need to meet following such discussion.

It was agreed that Cllrs Harrison and Bray should join the steering group (Cllr Shaw having expressed the wish to stand down). If planning consent is granted, the group will need to instruct Architects to proceed with the further design work, leading to the tendering process. If planning consent is refused, the steering group will need to consider an appeal and, if there is to be an appeal, whether to appoint solicitors or a barrister to handle the appeal and, if so, who.

6.2 The Clerk again reminded those present that in 2013 a grant of £5,000 had been received by the Parish Council from Eden District Council to assist with the expense of providing a residence for the caretaker of the new community facility (then planned for the New School). This has not yet been raised with Eden District Council; assuming a favourable outcome to the planning application, Eden District Council will be approached to consent to the grant being applied to the development work.

7. In view of Mr Brown's wish to resign as Clerk to the Charity at the financial year end, the appointment of Cllr Bray to succeed him was considered. It was agreed that the post should continue to carry a salary of £15 per hour and that 10 hrs a month of work would be a likely requirement, taking one month with another. The payment would not be for attending Charity meetings but for the Clerk's work between meetings. Having regard to the work ahead, the sums involved and Cllr Bray's aptitude and experience, there was no hesitation expressed and Cllr Bray was appointed, with effect from 1st April 2021; the Clerk will draft a contract, based on that he has recently agreed for his Parish Council work and ensure that Charity Commission guidance is followed, the provisions of Charities Act 2011 s185 being met. Assuming the form is agreed by Cllr Bray, the contract can be entered into by 1st April.

8. There was no correspondence or other business, save that the Chairman noted that it was David Brown's last meeting as clerk with Emma Bray taking over in that role on April 1st. On behalf of the trustees, the Chairman took the opportunity to thank David for the immense amount of time and effort he had put into the work of Matterdale School Foundation, not least in the development of the Education and Community Centre. The Chairman said he was looking forward to working with Emma as the Education and Community Centre was guided hopefully to a successful conclusion.

Finally the Chairman said he was pleased that David would still be around in his role as Clerk to Matterdale Parish Council so trustees would still be able to call on his experience and wise counsel.  
9. Next meeting: 17th May 2021 following the Parish Council AGM, unless an earlier special meeting is required.  
D. L. Brown

#### MATTERDALE SCHOOL FOUNDATION

A meeting of Matterdale Parish Council acting as trustee of Matterdale School Foundation will be held on Monday 1st March 2021, following the Parish Council meeting.

The Agenda is as follows:-

1. Apologies for absence.
2. Declarations of interest by Councillors.
3. Approval of minutes of the last trustee meeting on 4th January 2021.
4. Matters arising from previous minutes, including:-
  - 4.1 Progress to date on housing for the Matterdale Site .
  - 4.2 Progress to date on investments via Flagstone
  - 4.3 Use of Amazon Smile
5. To receive the Clerk's report on the state of the Charity's bank and building society accounts and to approve any expenditure (past or future), including payment of £687.60, £104 and £22.32 to the Clerk for ½ year salary, use of home as office and travel (both for 2020/21 financial year), £144 to HMRC for PAYE on above salary and £5,849.50 to 2030 Architects for MSF's contribution to their fees (invoices 1942 and 1941).
  - 6.1 To review progress with the proposed Education/ Community building to be erected on the Recreation Field.
  - 6.2 To review the possible courses of action in relation to the grant of £5,000 (received on 4th April 2013 and paid into the Parish Council's Recreation Fund): the grant was made to assist with the cost of provision of accommodation for a caretaker of the new village hall, then proposed for the New School building.
7. To appoint Emma Bray as Clerk of the Charity in succession to David Brown from 1st April 2021 at salary of £1,800 gross ( based on £15 per hour for a 10hrs a month commitment) and to arrange for drafting and signature of an appropriate employment contract.
8. Correspondence.
9. Any other business (for information only).
10. To agree the next meeting date: proposed date 17th May 2021 following the 7.00pm Parish Council.

#### Matterdale School Foundation

A meeting of Matterdale Parish Council as trustee of the above took place on Monday 4th January 2021 by "Zoom", after the Matterdale Parish Council meeting that evening.

"Present": Cllrs Lloyd, McAlpine (in the Chair), Shaw, Crofts, Mrs Gore, Mrs Beaumont, Firth, Mrs Bray, Harrison and Holder.

In attendance virtually: the Clerk, Mr Brown (and Mr P Winter for item 4.1).

1. Cllrs Dobinson and Mrs Wilson were unable to be "present".
2. The Minutes of the meeting on 2nd November and 16th November 2020 were approved as circulated.
3. Cllrs Gore, Bray, Harrison and Crofts declared their interests as trustees of Matterdale Community Association.
4. Matters Arising:-
  - 4.1 Proposed Housing by the Knotts, Matterdale

Mr Winter apologized for the slow progress he had made in 2020 (which was for personal reasons). He had offered to complete his work without further charge, so did not anticipate that there would be further costs to the Parish Council in relation to the application.

Cllr Firth had raised questions about the viability assessment: he was satisfied with Mr Winter's response and that the information contained in the revised statement was independently verified and showed the scheme as viable. The information on foul drainage, trees and highways required



by LDNPA (and covering some of the objections received) were now available.

In short, Mr Winter saw no reason why the further information should not be supplied to LDNPA, with a view to early progress with the planning application.

Councillors wished to inform objectors of the changes made to accommodate some of their concerns, so it was agreed that the Clerk and Mr Winter would liaise to produce a letter to objectors to be sent to them before the application was progressed with LDNPA.

4.2 The application to Flagstone was still pending, the Clerk reported. He had spoken to them that day; they required a full copy of the various charitable schemes referred to in the Charity Commission website. The Clerk will see that this is supplied as soon as possible.

5.1. The Clerk reported that the balances were £74,328.85, including interest to 31/10/20, at Skipton Building Society, £81,664.27, including interest to 30/06/20, at Penrith Building Society, £80,487.01 at Nationwide Building Society, £81,722.34 at Cumberland Building Society (deposit account) and £4.47 in the current account there and £80,000.00 at Shawcross Bank.

5.2 Architects fees, to include the work to the date of submission of the planning application for the proposed education/ community building, were still to be paid. Grants from Cumbria County Council (£5,000) and Eden District Council (an initial £4,500 and further £1,500 when the grant funded part of the project had been completed) could be drawn on to progress the scheme following a favourable decision on the planning application. The grant money had not yet been received into the Charity's bank but is expected in the next week or two.

6.1. The planning application for the proposed Education/Community Building was submitted to LDNPA by 2030 Architects shortly before the Christmas break; the reference number is not yet shown on its website. The Clerk will circulate the reference number as soon as he knows it and will include it in his letter to likely supporters. Cllr McAlpine will arrange local information via Matterdale Nextdoor and the MCA database will also be used to encourage letters of support to be sent to LDNPA.

A press release to local newspapers was considered but it was decided that this would be more appropriate when and if the application has been granted.

6.2 The Clerk reminded those present that in 2013 a grant of £5,000 had been received by the Parish Council from Eden District Council to assist with the expense of providing a residence for the caretaker of the new community facility (then planned for the New School).

It was agreed to defer further contact with Eden District Council pending the outcome of the planning application for the new education/community building on the Recreation Field. Unless a further application for caretaker accommodation there is to be made (unlikely on financial grounds alone), and assuming a favourable outcome to the planning application, Eden District Council may be approached to consent to the grant being applied to development work there.

7. There was no correspondence or other business.

8. Next meeting: 1st March 2021 following the Parish Council meeting.

D. L. Brown

#### Matterdale School Foundation

A meeting of Matterdale Parish Council as trustee of the above took place on Monday 16th November 2020 in Watermillock Village Hall, after the Matterdale Parish Council meeting that evening.

Present: Cllrs Lloyd, McAlpine (by Zoom), Shaw, Crofts, Mrs Gore, Mrs Beaumont, Firth, Dobinson, Mrs Wilson, Mrs Bray, Harrison and Holder.

In attendance: the Clerk, Mr Brown.

1. All Councillors were "present".

2. Cllrs Gore, Bray, Harrison and Crofts declared their interests as trustees of Matterdale Community Association.

3. The outcome of the Parish Council meeting (to proceed with the planning application for development of the Recreation Field) was reported and approved.

It was agreed that when and if planning consent is given, it would be appropriate for Cllr Shaw and Mr Brown to stand down from the steering group and Cllrs Harrison and Bray to join it.

Matterdale supporters of the development will be encouraged by word of mouth to write to LDNPA in support as soon as the planning reference number has been allocated. At that stage also, potential supporters from outside the valley should be asked for letters of support; The Clerk and Cllr McAlpine will draft suitable letters to this effect. A Press Release will also be needed.

#### 4. Proposed Housing by the Knotts, Matterdale

No further progress has been made, so far as the Clerk is aware. He will contact Mr Winter again.

D. L. Brown

#### Matterdale School Foundation

A meeting of Matterdale Parish Council as trustee of the above took place on Monday 2nd November 2020 in Watermillock Village Hall, after the Matterdale Parish Council meeting that evening.

Present: Cllrs Lloyd, McAlpine (in the Chair), Shaw, Crofts, Mrs Gore, Mrs Beaumont, Firth, Dobinson, Mrs Wilson, Mrs Bray, Harrison and Holder.

In attendance: the Clerk, Mr Brown.

1. All Councillors were present.

2. The Minutes of the meeting on 5th October 2020 were approved as circulated, and signed by Cllr McAlpine as a true record .

3. Cllrs Gore, Bray, Harrison and Crofts declared their interests as trustees of Matterdale Community Association.

#### 4. Proposed Housing by the Knotts, Matterdale

The Clerk reported that Mr Winter had provided an update on the information LDNPA requires to consider the planning application. This was received too late to consider at the meeting, especially as no one present had been able to open the attachment(s). It was agreed to defer consideration to the next meeting on 16th November 2020.

5.1. The Clerk reported that the balances were £74,031.01, at Skipton Building Society, £81,368.47 at Penrith Building Society (plus interest to 30th June 2020), £80,487.01 at Nationwide Building Society, £81,722.34 at Cumberland Building Society (deposit account) and £4.47 in the current account there and £80,000.00 at Shawcross Bank.

5.2 Flagstone had reviewed the application for their facility; the Clerk needs to supply dates of birth and full names of Councillors and a certified copy of the accounts to 31st March 2020. He will refer Flagstone to the Charity Commission website for verification of the Charity's identity and objects.

5.3 Cllr Bray agreed to look into the procedure for supporters to specify the Charity when buying from Amazon (via Amazon Smile).

#### 6. Proposed Education Community Building.

Cllr McAlpine provided an update on the project to all Councillors (attached). It was confirmed that no wind turbine should be included in the proposal to be put to LDNPA (though such provision might follow the grant of planning consent in funds allowed for a turbine to be provided).

The full documents for the planning application are promised before the 16th November meeting; Cllr McAlpine will ask that they be received for circulation no later than the preceding Friday.

A review of potential supporters will be included in the agenda for that meeting.

7. The Clerk had received an enquiry about available grants to assist with education. It was agreed that the availability of funds from the Charity could not be established until the cost of providing an Education/Community building had been covered. The enquirer will be made aware of any other local funds which may assist.

D. L. Brown

A meeting of Matterdale Parish Council acting as trustee of Matterdale School Foundation will be held on Monday 2nd November 2020, following the Parish Council meeting.

The Agenda is as follows:-

1. Apologies for absence.

2. Declarations of interest by Councillors.

3. Approval of minutes of the last trustee meeting on 7th September 2020.

4. Matters arising from previous minutes, including:-

4.1 Progress to date on housing for the Matterdale Site and review the further expense and means of

progressing the planning application and providing up-dated information for objectors.

4.2 Progress to date on investments via Flagstone

5. To receive the Clerk's report on the state of the Charity's bank and building society accounts and to approve any expenditure (past or future), including the Charity's contribution (if any) to the cost of Zoom meetings.

6.1 To review progress with the proposed Education/ Community building to be erected on the Recreation Field and any related fund raising and (if thought fit) to invite the Parish Council to proceed with a planning application.

6.2 To consider any further public information or consultations required and whose support might be enlisted.

7. Correspondence.

8. Any other business (for information only).

9. To agree the next meeting date: 16th November 2020 (if required) and 4th January 2021 both following the 7.00pm Parish Council.

#### Matterdale School Foundation

A meeting of Matterdale Parish Council as trustee of the above took place on Monday 5th October 2020 in Watermillock Village Hall.

Present: Cllrs Lloyd, McAlpine, Shaw, Crofts, Mrs Gore, Mrs Beaumont, Firth, Dobinson, Mrs Wilson and Holder.

In attendance: the Clerk, Mr Brown.

1. All Councillors were present.

2. The Minutes of the meeting on 7th September 2020 were approved as circulated, with the addition in para 5 line 4 of the words "and the questions raised by Councillors concerning matters taken into account (or not) by Mr Bushell" after "advice given by PFK". They were then signed by Cllr McAlpine as a true record.

3. Cllrs Gore and Crofts declared their interests as trustees of Matterdale Community Association.

4. Proposed Housing by the Knotts, Matterdale

Under matters arising, the Clerk reported that Mr Winter had not been in touch with him, having promised to do so by 30th September 2020 following his final work on the project.

The Clerk will follow this up with him.

5. Proposed Education Community Building.

Cllr McAlpine had provided an update on the project, including a revised budget and revised plans of a building reduced in size to bring the estimated cost of the project as near as possible to the cash in hand. It was agreed that the further progress was welcome and in general the revised proposals were acceptable; also that MSF should meet again when all the documents in support of a planning application had been circulated to Councillors.

In the meantime information should be provided later in the month to update the Matterdale community and neighbouring landowners (National Trust and Robert Weir), so that they were aware of the revised proposal. Any responses received should be available before the next MSF meeting.

6. It was agreed that Cllr McAlpine should be appointed to the Charity's investment committee, to join Cllr Firth and Cllr Lloyd.

7. It was agreed that Mrs Emma Bray should be invited to take over as Clerk of the Charity from 1st April 2021. She would be offered a salary, equivalent to half what would have been paid to Mr Brown had he continued as Clerk to both MPC and MSF.

8. It was agreed to pay Dodd & Co their account for £210 (inclusive of VAT) for their work on the 2019/20 Accounts and the Annual Charity Return.

9. It was agreed that the Charity should enrol with "Amazon Smile", in the hope that the Matterdale community will nominate the Charity to receive 0.5% of their eligible purchases as donations to the Charity (which will need extra funds to set up the new Education/Community building).

10. The next meeting of the Charity will be on Monday 2nd November 2020, following the Parish Council meeting; Councillors were asked to note the proposed further meeting on 16th November 2020.

D. L. Brown

NOTE Councillors on the steering group for the new Education/Community building met after the

NOTE Councillors on the steering group for the new Education/Community Building met after the meeting closed and resolved:-

That the public information on the revised proposals would best be served by display of drawings on the Dockray notice board and a letter from Cllr McAlpine, as Chairman of MSF, to all households on the Matterdale voting register, inviting viewing of the displayed drawings and responses to a brief survey. This letter would be delivered to all addresses on the Matterdale section of the voters' register.

That 2030 Architects should prepare a revised briefing accessible by an on-line link, the details of which would be included in the Chairman's letter. The survey could then be completed on-line by those who had the facility to do so (with hard copies of the survey available from the Clerk for those not having an internet facility).

The drawings would need to be displayed by 23rd October 2020 in anticipation of the letters being delivered (that day if possible) and responses would be sought by 1st November 2020.

The questions for the survey will be:-

1. Do you have any comments or suggestions concerning the new layout of the building?
2. Do you have any comments or suggestions about the proposed layout of the site?
3. Would you write a letter of support when a planning application is lodged?

#### Matterdale School Foundation

A meeting of Matterdale Parish Council as trustee of the above took place at 7.00pm on Monday 7th September 2020 in Watermillock Village Hall.

Present: Cllrs Lloyd, McAlpine, Shaw, Crofts, Mrs Gore, Mrs Beaumont, Firth, Dobinson, Mrs Wilson and Holder.

In attendance: the Clerk, Mr Brown, Mrs Bray and Cllr Hughes.

1. Cllr McAlpine agreed to take over as Chairman of the trust and Cllr Lloyd to serve on the investment committee with Cllrs Firth and McAlpine.

2. All Councillors were present.

3. Minutes of meetings on 6th July and 13th July 2020 were approved as circulated, and signed by Cllr McAlpine as a true record (with the approved minutes of meetings of 3rd February, 9th March and 11th May).

4. Cllrs Gore and Crofts declared their interests as trustees of Matterdale Community Association.

5. Proposed Housing by the Knotts, Matterdale

Under matters arising, the Clerk reported that Mr Winter had provided an update on outstanding work needed to provide LDNPA with the information it requires to consider the planning application. This was to revise the viability assessment in the light of the valuation advice given by PFK, to provide a report on the proposal for foul drainage, to revise the site layout drawing to accommodate the suggested foul drainage and to provide the tree report. Mr Winter had suggested that he do this by 30th September 2020.

It was agreed to ask him to get the further documents ready and pass them to the Clerk, before submission to LDNPA. These would go to all Councillors for information and the steering group of Cllrs Firth, Holder and MacAlpine would then review the documents, Councillors' comments and known objections, before recommending to the trust the further steps required (both contact with objectors and correspondence with LDNPA).

6.1 The Clerk reported that the balances were £76,641.61, at Skipton Building Society, £81,368.47 at Penrith Building Society (plus interest to 30th June 2020), £80,487.01 at Nationwide Building Society, £81,722.34 at Cumberland Building Society (deposit account) and £4.47 in the current account there and £80,000.00 at Shawcross Bank.

6.2 Expenditure was agreed as follows: £481.25 to Motmot Consulting for further work on grants possibly available, £576 to the Clerk for his net salary for the half year to 30th September 2020, £144 to HMRC for Paye thereon and £1,199.35 to Mr Winter as his final account for work on the planning application referred to at paragraph 5 above.

6.3 The meeting approved the proposed appointment of Flagstone Investment Management Limited ("Flagstone") to provide services to the charity in relation to the selection and operation of deposit accounts with selected financial institutions on behalf of the charity ("the Appointment"). The Chairman tabled a letter of engagement dated 27th June 2020 setting out the proposed terms of the Appointment, including the Terms and Conditions of Flagstone attached to the letter.

6.4 The meeting appointed David Leslie Brown as Clerk to deal with Flagstone to implement the decision of the Charity.

7. Proposed Education Community Building.

Cllr McAlpine had provided an update on the project, including a revised budget and revised plans of a building reduced in size to bring the estimated cost of the project as near as possible to the cash in hand.

An assessment of the options for energy requirements had been received that day via 2020 Architects; further time was needed for Councillors to weigh up the likely costs and pros and cons of the various options.

MCA had had an opportunity to comment on the revised appearance, dimensions and layout of the proposed building; it was supportive but still hoped that accommodation for a resident caretaker could be provided. The meeting approved the principles of the revisions.

The meeting noted that the revised budget (which omitted any cost of providing such accommodation) showed that fund raising would be required to make the project viable. 2030 Architects had consistently raised doubts as to whether LDNPA would grant planning consent for a proposal which included such accommodation. For those two reasons, it was agreed that caretaker accommodation should not form part of the proposal to LDNPA, though the provision of such accommodation might be revisited if at some future date funds were to be available and, in particular, if the energy solution or other aspects

of the scheme made a resident caretaker essential.

There were various matters to take up with 2030 Architects before the planning application could be authorised, so that a meeting in the next three weeks or so would be needed, opening the way for a planning submission to LDNPA before 31st October 2020 and a community information event immediately before submitting the planning application to LDNPA. Wider support for the planning application will be sought at the information stage.

Grants had been applied for to Cumbria County Council and Eden District Council, which it is hoped will contribute about £5,000 each to the project preparation work. Cllr Hughes suggested that Cumbria Action for Sustainability may have funds available for green energy projects; an application could perhaps be made when the preferred means of energy supply has been decided. The grant of planning consent and detailed costing of all aspects of the scheme, it is expected, will open the way to further grant applications in the next calendar year.

8. The Clerk will sound out all Councillors as to their availability for a further meeting in three to four weeks.

D. L. Brown

Matterdale Parish Council as Trustee of Matterdale School Foundation

A "Zoom meeting" took place at 7.20pm on Monday 13th July 2020.

Cllrs Lloyd, McAlpine, Shaw, Mrs Gore, Mrs Beaumont, Crofts, Firth and Holder joined "the meeting". Cllr Lloyd took the Chair.

In short:-

1. Cllrs Mrs Wilson and Dobinson had given apologies. Cllr Marshall had resigned.
2. None of those present declared any interest in items on the agenda.
3. Minutes of the meeting on 6th July 2020 were approved as circulated.
4. The Charity's Accounts for 2019/20, as prepared by Dodd & Co and circulated on 6th July, had been annotated by the Clerk. The annotated accounts were approved. Dodd & Co would be instructed to file the charity's Annual Return.
5. The steering group for the proposed new Education/Community building had met 2030 Architects again on Monday 13th July.

It had been hoped to have the Energy Consultant in attendance; Mr Rod Hughes (2030 Architects) will ask him to report in the next seven days, so that the Clerk can circulate the report, with a view to the full council taking a decision on 7th September on the practicalities and financial implications of either a grid supply, supplemented as necessary to provide the required percentage of energy from sustainable sources to meet the LDNPA's Local Plan 2020 requirements, or an off grid system of PV panels with a wind turbine, backed by LPG for cooking and water heating. The cost of storage batteries and future maintenance and/or replacement of these or other elements of the system will also need to be taken into account.

The 100% reliance on sustainable sources of energy required to meet the Living Building Challenge would necessitate large grants (unlikely to be provided for some years, due to the extra burden on grant makers resulting from the Covid-19 epidemic). Members present were keen to achieve a development which could be paid for out of the c£450k available, with smaller grants hopefully making at least some contribution.

It was felt that the caretaker accommodation might have to be omitted from the costing, saving c£70k. It was uncertain whether LDNPA would approve a scheme incorporating residential accommodation, even if that could be financed.

2030 Architects are to share with Councillors their latest work chart/timetable.

Public consultation and information will need to be considered when the project is nearer definition to LDNPA requirements (ie before the planning application is made). This could be achieved by a combination of drawings displayed at the Royal (if acceptable to Dr Castles) followed by a Zoom meeting, with Mr Hughes of 2030 Architects participating. If the necessary progress has been made in the meantime, these could be arranged in late September.

6. The steering group are to meet the Architects again on Wed 19th August and the Charity will meet after the Parish Council meeting on Mon 7th Sept

D. L. Brown

Matterdale Parish Council as Trustee of Matterdale School Foundation

A "Zoom meeting" took place at 8.00pm on Monday 6th July 2020.

Cllrs Lloyd, McAlpine, Shaw, Firth and Holder joined "the meeting". Cllr Lloyd took the Chair.

In short:-

1. Cllrs Mrs Wilson, Gore, Crofts, Marshall and Dobinson had given apologies.
2. None of those present declared any interest in items on the agenda.
3. Minutes of the meeting on 11th May 2020 were approved as circulated.
4. Appointment of Chairman.

The resignation of Dr Castles was noted with regret; by common consent he had worked hard and been an extremely good chairman. He has to concentrate on his business, which had been closed for several months due to Covid-19 regulations.

The Council will need to appoint a new Chairman, but, after discussion, it was agreed that the new Chair of the Parish Council should not serve also as Chair of Matterdale School Foundation.

Cllrs Gore, McAlpine, Crofts, Wilson and Marshall will consult informally with a view to a new Chairman of the charity being nominated at the meeting on 7th September 2020.

5. Proposed Housing Development

The Clerk reported that he had had no further report from Mr Winter. To reduce the expense of pursuing the planning application, the meeting agreed that Mr Winter should be asked for his final bill and to pass his file to the Clerk, who will try to progress matters outstanding and, if the application proceeds, represent the trust at any site meetings and at the development committee (if allowed to attend there).

6. Finance

6.1 The Clerk reported that the balances were £76,641.61, at Skipton Building Society, £81,368.47 at Penrith Building Society, £80,487.01 at Nationwide Building Society, £81,722.34 at Cumberland Building Society (deposit account and £4.47 in the current account there) and £80,000.00 at Shawcross Bank.

6.2 The draft accounts for 2019/20 had been received by the Clerk earlier in the day and circulated. To give time for Councillors to study these and for the Clerk to add appropriate notes and draft the Annual Return, it was agreed to hold an extra meeting by Zoom on 13th July 2020 starting at 7.15pm (approx).

6.3 The Clerk had identified that rates of interest better than those at the respective building societies above would be available via Flagstone Investment Management. The minimum investment via that platform is £250k and the better rates (between 1% and 1.8% currently) require at least 90 days minimum investment period. The set up cost is £250 and a management fee of 0.45% is charged annually. In the short term, the Parish Council (sic) could meet the expenses of progressing the proposed building on the Recreation Ground out of its Recreation Fund. It was agreed that the Clerk should put the bulk of funds currently with building societies with institutions recommended by Flagstone, provided the compensation scheme would apply to the various deposits thus made.

7. 1 The steering group for the proposed new Education/Community building are due to meet 2030 Architects again on Monday 13th July, so will report progress on 13th July at the trust meeting that evening. Dr Castles prefers not to continue as a member of the steering committee for the time being.

7.2 The September meeting will need to review the public information, third party support and consultation aspects of the scheme, when the Covid-19 restrictions may have been relaxed and the design of the scheme further refined.

D. L. Brown















#### TO MATTERDALE PARISH COUNCILLORS

A virtual meeting of Matterdale Parish Council acting as trustee of Matterdale School Foundation will be held at 7.30pm on Monday 11th May 2020, following the Parish Council meeting.

The Agenda is as follows:-

1. Apologies for absence.
2. Declarations of interest by Councillors.
3. Approval of minutes of the last trustee meeting on 9th March 2020.
4. Matters arising from previous minutes, including progress on housing for Matterdale Site.
5. To receive the Clerk's report on the state of the Charity's bank and building society accounts and to approve any expenditure (past or future).
- 6.1 To review progress with the proposed Education/ Community building to be erected on the Recreation Field.
- 6.2 To consider any further public information or consultations required (and whether the draft business plan for the operation of the facility should be put on the Parish Council website and information dissemination by Matterdale Nextdoor).
7. To review the need for an Investment Strategy and Policy and to appoint a sub-committee to authorize any new accounts and/or transfers.
8. Correspondence.
9. Any other business (for information only).
10. To agree the next meeting date: 6th July 2020 following the 7.00pm Parish Council meeting at Watermillock (or virtual).

D. L. Brown

Draft minutes of a meeting of Matterdale Parish Council acting as Trustee of Matterdale School Foundation held on Monday 9th March 2020 at Watermillock Village Hall

Present: Cllr Castles (in the Chair), Clls. Mrs. Wilson, Lloyd, Crofts, McAlpine and Mrs Gore .

In attendance: Mr Brown, as Clerk.

Apologies accepted: Cllrs Firth, Marshall, Dobinson and Shaw.

Declarations of interest: those of Cllrs. Gore and Crofts as trustees of MCA were noted.

The minutes of the meeting on 13th January 2020 were approved as circulated.

There were no matters arising.

Housing development

The Clerk awaits an update from Mr Winter as to progress with the planning application for housing adjacent to the Knotts.

New Community/Education Centre

The steering committee had met with 2030 Architects that day. The LDNPA view on the need for a resident caretaker has been sought; the response indicates that further information should be provided as to the duties of a caretaker and the need for on-site accommodation. The LDNPA updated local

plan is expected to be adopted in July 2020, by which time the planning application should be ready for submission.

Jenny Wain's work to date has been most useful; MCA had seen her report, and, with some minor amendments which Cllr Gore will suggest, MCA approved the report so far as it detailed MCA's plan for the operation of the centre. It was agreed to ask Ms Wain to do a further two days work on applications for funding to Cumbria CC and Eden DC. Also, to ask her to work with 2030 Architects on the preparation of a Landscape Visual Impact Assessment, as need to support the planning application, her expected additional day's work being better value than the alternative firm approached by 2020 Architects to do this work.

The Chairman expressed the meetings thanks to Cllrs Gore and McAlpine for their continuing hard work on the project.

NOTE The agreed next meeting date is Monday 11th May 2020 in Matterdale Church Room following the Parish Council meeting.

Draft minutes of a meeting of Matterdale Parish Council acting as Trustee of Matterdale School Foundation held on Monday 3rd February 2020 at Royal Hotel, Dockray

Present: Cllr Castles (in the Chair), Clls. Lloyd, Firth, Crofts, McAlpine, Mrs Gore and Dobinson.

In attendance: Mr Brown, as Clerk.

1. Apologies accepted: Cllrs. Mrs. Wilson, Holder, Marshall and Shaw.
2. The meeting had been called to receive a Funding Review produced by Jenny Wain of Motmot Consulting in relation to the proposed Matterdale Community/Education building on the Recreation Ground.

It was agreed that this was very helpful in assessing the prospects of grant funding (totalling £492,500, if all applications were to be successful), adding to the cash resources of c£450,000 already available.

It was recognized that the best outcome was most unlikely to be achieved (statistics suggesting that that two fifths of applications are successful); nevertheless the benefits of pursuing grant funding were clearly evidenced by the Review.

The Clerk had spoken to Ms Wain that morning to discuss the next steps and the additional fees involved if she were ask to prepare any grant applications. Her view was that the first step should be to apply to the National Lottery Community Fund- "Reaching Communities"; her discussion with Amelia Nicholson there suggested a resubmitted application for £12-15k. Jenny Wain had no assurance that such application would be successful but believed there were sufficient prospects of success to justify her expected fee of £825 for the three days further work an application would entail.

It was not clear why the lower figures suggested for the revised application had been recommended; the Clerk will enquire of Ms Wain.

A good deal of relevant information is contained in the application the Clerk had already submitted and the feasibility aspects overlap with the information 2030 Architects are to provide to LDNPA, although further information would most likely be needed to assist her preparation of the application.

That work would pave the way for further applications to other bodies, which would need a lot of the same information and may, particularly in relation to the smaller grant funders, help us to put in further applications without incurring additional fund raisers' fees. Moreover, success with the National Lottery would give confidence to other funders who would then be more likely to support the project.

The meeting concluded that Mrs Wain should be instructed to prepare a revised application to the National Lottery as referred to above.

NOTE The agreed next meeting date is Monday 9th March 2020 in Watermillock Village Hall following the Parish Council meeting.

Notes of Matterdale Parish Council meeting on 13th January 2020 as trustee of Matterdale School Foundation ("MSF")

All Councillors present, save Cllr. MacAlpine

In attendance: Mr. D L Brown as Clerk.

Declarations of Interest: Cllr Castles re grants to young people for education; Cllrs Crofts and Gore as trustees of Matterdale Community Association re the proposed Education/Community building on the Recreation Ground.

1. The note of the trustee meeting on 9th December 2019 was approved as circulated.
2. The Clerk had given notice to withdraw £20,000 from the savings account with Cumberland Building Society; he will now arrange the withdrawal and credit to a new 12 month Saver Deposit with Shawbrook Bank via Charities Aid Foundation.
3. Proposed Housing Development adjacent to "the Knotts"
  - 3.1 The steering group had met on 9th January; the Clerk had distributed a note of the meeting to all Councillors. It was agreed to proceed as suggested by the steering group.
  - 3.2 It was reported that Mr Winter had received advice from PFK on potential values of the proposed houses; this provided improved justification for the viability of the scheme.
  - 3.3 The Clerk will ask Mr Winter if 3 local occupancy houses and one affordable would qualify for planning consent: that might be suggested to LDNPA, and the application revised if there was any encouragement from LDNPA.
  - 3.4 The Clerk is to write to objectors before the LDNPA consider the application further.
4. New Community/ Education Building
  - 4.1 The steering group had met Ms Jenny Wain of Motmot Consulting that morning. She offered to carry out an initial assessment of potential funders. That would be done by the end of January, the cost would be no more than £550 plus VAT, which would allow her two full days work to prepare and report on the assessment. The steering group recommended her engagement and the proposed assessment, which the meeting approved.
  - 4.2 The steering group had also met the Architect that day. She is to sound out LDNPA on the prospects for a scheme including caretaker's accommodation. Ms Gore will take further soundings on the local use of the new facility and then finalise the business viability case for approval by the steering group. This will include a brief note on the financing of the project, which the Clerk will add. The Architect will contact North West Electricity for reconsideration of their costing of a National Grid connection, including any possible saving by having part of the work separately contracted. She will also revisit the dimensions proposed for the main hall, as requested by MCA (which favours a reduction of c1 metre to the length and width of what is proposed and a corresponding reduction of its height to its apex).
  - 4.3 The Clerk and Cllr Firth will review the draft contract between 2020 Architects and the Parish Council submitted the previous Friday (which includes the additional responsibility for presenting a planning application). The Clerk will sign this for the Parish Council as trustee of the Charity if no issues arise which require further authority from the steering group or the Council.
  - 4.4 The Clerk will follow up his enquiry of Cumbria Wildlife to find out if they will provide a report on the ecology of the site and, if so, at what cost.
  - 4.5 He will also follow up his contact with the National Lottery, having applied for a Development Grant and separately to the Climate Action Fund.
  - 4.6 The aim continues to be submission of a planning application as soon as the revised LDNPA Local Plan comes into force.
5. Grants from the Charity's income which might be made in 2020.

It was agreed to defer further discussion until the cost of any building work on the Recreation Field has been assessed in relation to any building which might be permitted there.

6. Finance

The Clerk reported on the state of the trust's accounts: Skipton Building Society £122,636.11, Nationwide Building Society Account £80,000, Cumberland Building Society £100,852.54 (including the £20k about to be withdrawn) and Penrith Building Society £100,986.66.

7. The next charity meeting will be on Monday 3th February 2020 at Royal Hotel, Dockray.

Signed by the Chairman of the meeting as a true record of the Meeting of Matterdale School Foundation on the day of February 2020

Notes of Matterdale Parish Council meeting on 4th November 2019 as trustee of Matterdale School Foundation ("MSF") All Councillors present, save Cllr. Mrs Wilson. In attendance: Mr. D L Brown as Clerk. Declarations of Interest: no change.

1. The note of the trustee meeting on 2nd September 2019 was approved as circulated.
2. Matters Arising: None
3. New Community/ Education Building

3.1 Cllr MacAlpine reported on two events he had attended. The first on 10th October had been arranged by Cumbria CVS as an opportunity to meet potential grant making bodies (or rather their representatives). His report is to be circulated. The other on 26th October had been arranged by ACTion with

communities in Cumbria. The notes of this will also be circulated. In short, the maximum grant likely to be available to assist the payment for the building planned and its incidentals is currently £50,000. It was agreed that he should contact Hellen Aitken of ACT with a view to explaining where MSF is with the project and what the cost of her assistance with grant funding would be.

3.2 The Clerk reported on the meeting with Ben Long of LDNPA on 22nd October, attended by Tracey Hart of 2030 Architects, Cllr. Castles, the Clerk and Jane Newport of MCA. The minute of the meeting will be circulated. In short, Ben Long is to produce by 15th November a new planning position statement; the working group is to meet Tracey Hart when it has been received and a full meeting of MSF will then be needed. [9th December is the suggested date for the full MSF meeting, at 7.00pm; Councillors are asked to inform the Clerk asap whether this date/time would suit them and which alternative dates are suitable for them- a full attendance of all Councillors being desirable] Ben Long will also indicate whether a pre-application site visit is required by LDNPA, the working group not being happy that Ben Long indicated that such visit, if required, would not be before Spring 2020.

3.3 The Off-Grid Feasibility Study of 5th October 2019 has been received from "Efficient Ideas". The working group will also benefit from the comments of Claire Beaumont and Gordon Lightburn, both of whom have experience which will help in decision making. All these will be circulated to all Councillors.

3.4 It was agreed that a note of spending to date and likely future spending on the project would be useful; the Clerk was asked to prepare this and circulate all Councillors. Also that all Councillors should receive the notes of meetings with 2030 Architects (past and future) and any pertinent future emails.

3.5 The viability plan, which Paul Goodman had put together for MCA, is to be revisited and extended to include an assessment of the viability of the project, having regard to the latest estimate of its cost and the disappointing level of grant funding available.

3.6 Decisions are likely to be needed to reduce the initial cost of the project (eg by delaying the provision of caretaker accommodation).

3.7 Cllr Shaw was invited to join the working party and agreed to do so.

4. Proposed Housing Development adjacent to "the Knotts"

4.1 The first draft of the Financial Viability Assessment prepared by Jon Bushell has just been received from Mr Winter. It suggests that the previous estimate of the value of the site if planning consent is granted was over-optimistic. A second opinion is required of the likely value of the completed development, which will be fed into the Financial Viability Assessment. The Clerk was asked to obtain this from PFK.

4.2 The proposed drainage arrangements, by means of an earth mound drainage bund, will be detailed by Ian Sutherland of Pumptrack following his site visit. This presupposes a satisfactory financial viability assessment.

4.3 Highway requirements would appear to be satisfied by ensuring maximum visibility splays onto the lane serving the site.

5. Finance

5.1 The Clerk reported on the state of the trust's accounts: Skipton Building Society £121,789.81 (interest now earned at 0.55% down from 0.8%), Nationwide Building Society Account £80,000, Cumberland Building Society £100,852.54 (30 day notice account-interest 1.30% down from 1.55 %) and Penrith Building Society £100,986.66 (interest rate 0.75%).

5.2 The Council approved payment from the trust to "Efficient Ideas" for the report referred to above of £660 (no VAT).

5.3 The meeting agreed that a new account be sought via Charities Aid Foundation; a 12 month fixed rate saver account would earn 1.4%. The sum of £80,000 to be placed there (£40k from Skipton BS and £20k from each of Penrith and Cumberland BS accounts). The £85k protection limit on all the various accounts would not then be exceeded.

6. The possibility of grants out of income in 2020 was adjourned to the January meeting, by which time the Clerk hopes to have met with Cllrs Gaskell and Firth and Messrs Nixon, Goodman and Mrs Bray of MCA to discuss how any grants may be sought and allocated. This meeting is scheduled for 7.30pm on Wednesday 20th November at Hesleyside, Watermillock.

7. The next charity meeting will be in December 2019 as referred to above. The first 2020 meeting will be on 6th January 2020 in Watermillock Village Hall.

Notes of Matterdale Parish Council meeting on 2nd September 2019 as trustee of Matterdale School Foundation ("MSF")

All Councillors present, save Cllrs. Shaw, Marshall and Mc Alpine. In attendance: Mr. D L Brown as Clerk (and Cllr Hughes for part of the meeting).

Declarations of Interest: no change.

1. The note of the trustee meeting on 5th August 2019 was approved as circulated.

2. Matters Arising: None

3. New Community/ Education Building

3.1 Cllr Castles paid tribute to the huge amount of work Cllr Gore (and the Clerk) had put in and were continuing to do so to bring success to the project. He thanked them both warmly.

3.2 Cllr Castles reported that Cllrs Gore and he had met Tracey Hart of 2030 Architects earlier that day. Darrell Smith (whose work at Cumbria University around the cultural, heritage and ecological value of projects enabled him to add his insights to the project) and for part of the meeting Mrs Judith Derbyshire (whose wide ranging contacts and experience of fund-raising for Stainton Village Hall added significant experience to the steering group) and the Clerk had been present. A full note of the meeting will be circulated to the steering group (and is available to all Councillors).

3.3 2030 Architects are working towards a further meeting with LDNPA as part of the pre-application process. They await the energy consultant's report, which is expected in the next few days. They will then prepare their draft submission to LDNPA, which will go first to the Clerk for review and approval. The Council agreed that the planning application itself could go ahead as soon as 2030 Architects advised.

3.4 Cllr Castles is to write to local schools and youth organizations to ask for written support for and commitment to the project.

3.5 It was agreed that the prospect of linking the project to the heritage of the Ullswater Valley, as discussed by the Clerk, Cllrs Gore and Crofts with Mr Tim Clarke, was supported by the Council in principle, but would need a great deal of work before it could be approved by the Parish Council and form part of a grant application to fund the planned project at the Recreation Field. So it would be desirable not to delay the planning application until the detail of possible heritage use was worked out. The work on heritage use would be a waste of time (and possibly money) if planning consent for the development there is by any chance not given for the project as currently formulated.

3.6 The Clerk was asked to reply further to Messrs Harrison and Lumsden, whose written comments on the project had been discussed with 2030 that day and circulated to all Councillors prior to the meeting.

3.7 The steering group is to meet 2030 Architects again on Monday 7th October (12noon in the Royal).

4. Proposed Housing Development adjacent to "the Knotts"

4.1 Mr Winter is clear to progress the proposal. He had reported on his meeting with Mr Blease and the tree consultant and would be seeking meetings with the highway authority and the feasibility adviser in the next week or so.

4.2 Cllr Holder will look at the site again to see how drainage might be provided without using the beck nearby.

5. Finance

5.1 The Clerk reported on the state of the trust's accounts: Skipton Building Society £122,509.81 (£80,000 having been withdrawn to open the new Nationwide Building Society Account), Cumberland Building Society £100,852.54 and Penrith Building Society £100,986.66.

5.2 The Council approved payments from the trust to the Clerk of £576 to cover the trusts contribution to his half year's salary and £144 for PAYE.

5.3 The Council agreed the 2030 Architects additional charge for planning services of £4,750 plus VAT (to be paid as to 8/9 from the trust's funds); the charge will be abated if the planning process is aborted before its conclusion, Tracy Hart had assured the steering group that day.

6. The next charity meeting will be on 4th November 2019 at 7.00pm in Matterdale Church Room.

Notes of Matterdale Parish Council meeting on 1st July 2019 as trustee of Matterdale School Foundation ("MSF")

All Councillors present, save Cllrs. Gaskell and Dobinson. In attendance: Mr. D L Brown as Clerk. Declarations of Interest: no change.

1. The note of the trustee meeting on 3rd June 2019 was approved as circulated.

2. Matters Arising: Cllr Gore agreed to pursue the possible fundraiser to assist with finance of the proposed Matterdale Education/Community building. She had two possible contacts. Mr Harrison had provided the name of an Oxford based person (Mr Joel Burden), whose help might be sought if a more local

person is not available.

### 3. New Community/ Education Building

Cllr Castles reported that Cllrs Gore, McAlpine and he had met with the Clerk, Rod Hughes and Tracey Hart of 2030 Architects on 21st June 2019. A full note of the meeting had been circulated to the steering group (and is available to all Councillors).

A revised drawing ("Parking Option C-20.06.19") had been approved by the steering group and was laid on the table for Councillors to see. The drawing took account of the matters raised at the last trustee meeting and was accepted.

There was no indication as yet from LDNPA of their approval (or otherwise) of the wind turbine(s) (which would be needed to avoid taking electricity from the national grid) or of the separate area proposed for the caretaker's accommodation. Mr Winter had been asked to raise these points of principle with LDNPA. Consultants' advice to 2030 Architects on the provision of off-grid energy and water treatment and provision has not yet been completed.

The dates for display of drawings for the local community to see and for them to hear from 2030 Architects were 19th July 2019 (5pm to 7pm at the Royal Hotel) and 2nd August 2019 (3pm to 5pm and 6pm to 7.30pm in the Matterdale Church Room) were nearly upon us and it was considered that now was the time for 2030 Architects to be asked to pursue outstanding matters and to prepare for the planning application. The Clerk was charged with asking 2030 Architects to take over from Mr Winter as planning consultants for the scheme. This would avoid duplication of consultants' efforts and might speed things up; in addition, 2030 Architects would be in a position to answer immediately any questions from LDNPA on the scheme proposed.

A traffic assessment has been commissioned by 2030 Architects from Modal Highway Consultants as 2030 Architects have been advised that this is needed. The steering group is to meet 2030 Architects again on Monday 5th August (12noon in the Royal).

### 4. Proposed Housing Development adjacent to "the Knotts"

The Clerk had asked Mr Winter to report progress but had not heard from him with the up-to-date position. Mr Winter has intended to have meetings with consultants on highway and drainage problems, as raised by objectors and LDNPA. No progress appeared to have been made since the steering group met Mr Winter on 1st March. He had had family problems but delay was causing uncertainty on funding available for the new Education/ Community building; the heavy and increasing costs were also a worry.

The Clerk was asked to express to Mr Winter the Trust's concern at the lack of progress, to ask him to give priority to his work on the project and to enquire of him again how much the costs of the detailed enquiries on outstanding points were expected to be.

### 5. Finance

5.1 The Clerk reported on the state of the trust's accounts: Skipton Building Society £212,155.34, Cumberland Building Society £100,852.54 and Penrith Building Society £100,612.46.

5.2 The Council approved payments from the trust to ACT of £50 for a course on fund-raising which Cllr McAlpine has offered to attend, to Dodd & Co for their work on the Accounts to 31st March 2019 (£180 including VAT) and to Modal Highway Consultants, who are expected to bill £435 plus VAT for the traffic assessment referred to above.

6. The next charity meeting will be on 5th August 2019 at 7.00pm in Matterdale Church Room.

### CONFIDENTIAL TO MATTERDALE PARISH COUNCILLORS

A meeting of Matterdale Parish Council acting as trustee of Matterdale School Foundation will be held on Monday 1st July 2019, for which the Agenda is as follows:-

1. Apologies for absence.
2. Declarations of interest by Councillors.
3. Approval of minutes of the last trustee meeting.
4. Matters arising from previous minutes.
5. To receive a report of progress re the proposed Educational and Community and decide what further actions are needed.
6. To review progress towards obtaining planning consent for residential development adjoining the Knotts, Matterdale
7. Financial
  - 7.1 To receive the Clerk's report.
  - 7.2 Approval of any expenditure and identification of any expected expenditure before the next trustee meeting.
8. Any other business (for information only).
9. To agree next meeting date: 2nd September 2019 following Parish Council meeting to be proposed.

D. L. Brown

19th June 2019

Draft minutes of a meeting of Matterdale Parish Council acting as trustee of Matterdale School Foundation held on Monday 13th May 2019

All Councillors present, save Cllr Firth.

In attendance: the Clerk, Mr Brown.

1. Apologies for absence: as above.
2. Declarations of interest by Councillors: Cllrs. Gore and Crofts as members of MCA.
3. Cllr Castles and Cllr Lloyd were reappointed as Chair and Vice-Chair respectively. Mr Brown was reappointed as Clerk; the charity will bear 2/5th of his remuneration.
4. Approval of minutes of the last trustee meeting on 4th March 2019. These were approved and signed as a true record.
5. Matters arising from previous minutes. None.
6. Finance/Annual return

The Clerk had circulated draft accounts for the year to 31st March 2019. These had been prepared by Dodd & Co, who would file the Annual Return. The accounts were approved.

### 7. Investments Review, State of accounts and Expenditure

The balance on the Charity's accounts are:- Skipton Building Society £210,244.59, Penrith BS £100,612.46, Cumberland BS current a/c £0, Deposit Account £100,500 plus interest added on 31st March 2019.

The Clerk will continue to look for opportunities to reduce individual account balances to £85,000 or less but in view of the need for readily available cash, especially to meet anticipated professional fees and building costs, it was accepted that bank or building society investment accounts (or current accounts) were appropriate, rather than other forms of investment.

£183.91 had been paid to BHIB for the annual insurance premium.

Mr Winter's report on anticipated expenses of pursuing planning consent for the proposed residential development was awaited.

### 8. Proposed Housing Development by "the Knotts"

Mr Winter's update had been asked for but was not yet to hand. The Clerk will circulate it when received.

### 9. New Community and Education Building on the Recreation Field

It was agreed that further progress should be delegated to a steering group comprising Cllrs McAlpine and Castles, with the Clerk, and that Cllr Gore and an additional nominee of MCA should be invited to attend meetings to represent MCA.

Cllrs Gore, McAlpine and Castles, with the Clerk, had met Ms Hart and Mr Hughes of 2030 Architects on 29th April 2019. The notes of meeting had recently been circulated. On matters then raised:-

9.1 It was agreed that the Clerk should sign off the Design Brief.

9.2 It was agreed that the design of the residential accommodation should be adaptable to occupation by a disabled person needing to use a wheel chair.

9.3 110 users (90 in hall: 20 in meeting room) was agreed as sufficient.

9.4 The site would not pass a percolation test, the Architects had been informed (Border Water Technologies Ltd having so advised). It appeared possible to discharge water into a watercourse on the further side of the highway, by means of a culvert to be laid under the highway. So far as those present were aware, there could be no landowner objection to a new culvert.

9.5 The meeting had considered whether energy supplied could be entirely off grid or not. If it were to be off grid, then wind power would be crucial to provide sufficient resources; accordingly, the planning application would need to provide for a wind turbine (pre-application consultation on this being desirable, Mr Hughes suggested); there was no councillor objection to this if thought fit.

Electricity Northwest had quoted £88k for a 3 phase electricity supply (£81k for 1Phase). This quote was based on the assumption (false according to Cllr Crofts) that the new cable would be led from a transformer on church land. That contrasted with a very rough estimate the Architects had made of £65k for fully off grid provision via a multiple of sources. It was agreed to ask for full information on the cost of and sufficiency of an off grid system and that the cost of a connection to the grid (that may mean a consultant would be needed, Cllr Holder suggested) should be reassessed, so that a decision could be made.

9.6 2030's Budget tracker indicated that £270k would be available (after the costs of infrastructure and landscaping, which 2030 will include in their design for the site, have been taken into account) from the immediately available cash of £450k, to cover the cost of erecting a smaller 125sqm meter building, with sanitary facilities (20sqm), a store, plant room and entrance lobby. This would be so much less than is required in size, a larger hall, kitchen facilities, a meeting room and residential accommodation all being needed, it was agreed, that grant funding should be sought to supplement the cash available. It was agreed to identify and, if possible, appoint a suitable firm or person to help on the application for grants. The Clerk is to seek ACT's advice on this.

9.7 An Ecological Specialist Survey will be needed, to be included with the planning application. The Clerk will see if the new District Councillor can help on this.

10. Next meeting dates:

Monday 3rd June 2019 11.00 am in the Royal Hotel for 2030 Architects to brief the steering group.

Monday 3rd June 2019 7.00pm in Matterdale School Room, if available (for the Charity to hear the outcome of the 11am meeting and authorize further progress as thought fit)

Monday 1st July 2019 in Watermillock Village Hall (following the Parish Council meeting)

Friday 19th July 2019 2.00pm in Matterdale Church room (or the Church) if available, for public information.

Friday 2nd August 2019 7.00pm in Matterdale Church room (or the Church) if available, at which 2030 Architects will be invited to explain the proposals and answer questions prior to the planning application being submitted.

And Monday 2nd September 2019 following the Parish Council meeting in Matterdale Church room, if available.

11. It was agreed that Cllrs Castles, McAlpine and Firth (if he is willing), supported by the Clerk, should meet with Cllr Gore and another nominated MCA trustee to discuss the proposed grant distributions from MCA funds (if and when surpluses are available) and agree the principles of the scheme, if possible.

No date was set for such a meeting.

D. L. Brown 15th May 2019

Draft minutes of a meeting of Matterdale Parish Council acting as Trustee of Matterdale School Foundation held on Monday 4th March 2019 in Watermillock Village Hall

Present: Cllr Castles (in the Chair), Clls. Lloyd, Mrs. Wilson, Holder, Firth, Crofts, McAlpine, Mrs Gaskell and Dobinson.

In attendance: Mr Brown, as Clerk.

1. Apologies accepted: Cllrs. Mrs Gore, Marshall and Shaw.

2. Declarations of interest by Councillors: Cllrs. Gore and Crofts re Matterdale Community Association.

3. Approval of minutes of the last trustee meeting: those of 7th January 2019 were approved after deletion of the otiose paragraph 8 and then signed.

4. Matters arising from previous minutes with regard to the proposed housing scheme:-

4.1 Cllr Firth has met with the objectors to the planning application for housing adjacent to the Knotts (Mr Winter being with him at the first two meetings).

He has reported to Councillors on the outcome of each of the three meetings. He was warmly thanked for this work.

4.2 Mr Winter has recently summarized the outstanding issues with the application and how he intends to progress. His advice is that the application should not be withdrawn; when he has the full information to address the LDNPA's concerns, he will contact Mr Long of LDNPA, to obtain the LDNPA view on whether the revisions can be treated as minor or whether they will necessitate a new application. The Clerk will at that stage respond to the objectors. Cllr McAlpine expressed concern about the possibility of abortive expense but was assured that Mr Winter remains optimistic that the concerns of LDNPA can be addressed and that the application will in due course be granted. It was agreed that Mr Winter should be asked to proceed as he had suggested.

4.3 Mr Winter, Cllrs Castles and Firth and Mr Brown had met Mr Foote and Mr Owen representing Heart of Eden Housing Association on 1st March 2019; they had expressed a strong interest in the scheme. They would make enquiries to satisfy themselves that there would be sufficient demand for the built scheme. The Clerk had shown them the site and indicated that the Council might be amenable to a detailed agreement for spoil to be spread on the Council's retained land, to reduce inconvenience to those also using the access road and cost to the developer of taking the spoil elsewhere.

4.4 The Clerk had been contacted that day by Mr Tom Woof on behalf of Prospus. He had provided information for circulation on a co-operative scheme provided under the trade mark "eQualityHomes", which he believed might be of interest to the Foundation in deciding how to proceed if and when planning consent is granted. It was agreed to note this further interest, which was for later consideration. A matter of principle involved was the degree (if any) of involvement of the Foundation in the selection of tenants or buyers of the built housing; a view had been expressed (in discussion with an objector) that the housing should be primarily for residents of the Matterdale Valley. Also, Mr Woof had said that there is now no need to provide "affordable housing" in the development of a "windfall" site: the Clerk has not yet looked into that possibility.

5. The Charity Commission had made the new Charity Scheme. It was noted that, as well as allowing funds to be used to build the proposed new Education/Community Centre, it allowed grants to be made for education of local residents. The availability of funds for such grants would not be established until the as-built cost and related expense of the new Centre had been established and the new Centre was up and running, it was agreed.

6. The draft heads of terms for an Agreement to Lease and Lease of the proposed Centre had been noted and the Foundation concurred with the view taken by the Parish Council (sic) at the preceding meeting. It was agreed that Cllrs Gore and McAlpine with the Clerk should progress the building scheme proposed for the Recreation Field.

7. Approval of any expenditure, report on bank balances and comparison with budget.

7.1 The balances at 4th March 2019 on the Charity's accounts were at Skipton Building Society £210,244.59 (payment of £1,620.49 having been made to the Council sic since the last meeting to repay its expenses to date undertaken on behalf of the Foundation), Penrith Building Society £100,612.46 (£112.46 in interest having been added since the last meeting) and Cumberland Building Society £100,500 (interest due 31st March 2019).

7.2 The following expenditure was approved: £18 to Messrs Gaynham, King and Mellor, solicitors, for the supply of up-dated office copies to the land adjacent to the Knotts, the Old Schoolhouse and Hope Springs, £40 to the Data Commissioner for registration of the Foundation under Data Protection laws, £737.24 to the Clerk (for the Clerk's net salary for the second half year of 2018/19 :£576.00, £104 for the Foundation's share of his expense of working from home and £57.24 for the Foundation's share of his allowable travelling expenses); also £144.00 PAYE.

8. The agreed next meeting date is Monday 13th May 2019 in Watermillock Village Hall following the Parish Council meeting.

A meeting of Matterdale Parish Council acting as trustee of Matterdale School Foundation will be held on Monday 7th January 2019, following the Parish Council meeting, for which the Agenda is as follows:-

1. Apologies for absence.

2. Declarations of interest by Councillors.

3. Approval of minutes of the last trustee meeting on 5th November 2018.

4. Matters arising from previous minutes, including progress on housing for Matterdale Site and claim by Mr and Mrs Schools re drainage defects.

5. To receive a report of progress towards the approval of a new Charity Scheme.

6. To review the business plan proposed by Matterdale Community Association for the new Education/Community Centre, the next steps in the planning application and for agreement on heads of terms and a lease of the completed development.



7. To receive the Clerk's report on the state of the Charity's bank and building society accounts and to approve any expenditure (including £18 for up-to-date office copies re proposed Matterdale Housing Development, fee for advert required by Charity Commission re new scheme, and £500 plus VAT to Muckles LLP for its work on the new Charity Scheme).

8. Correspondence.

9. Any other business (for information only).

10. To agree the next meeting date: 4th March 2019 following the 7.00pm Parish Council meeting at Watermillock Village Hall to be proposed.

D. L. Brown





Notes of Matterdale Parish Council meeting on 5th November 2018 as trustee of Matterdale School Foundation ("MSF")

1. All Councillors present, save Cllr Firth, whose apologies were accepted. In attendance: Mr D L Brown as Clerk.

2. Declarations of interest: Cllrs Gore and Crofts as trustees of MCA.

3. Minutes of Charity Meetings

The minutes of the trust meeting on 3rd September 2018 were approved as slightly amended (para2-MCA, not MSF) and then signed.

4. Matters arising:-

4.1 The draft of a business plan for the proposed Education/Community Centre on the Recreation Field was expected to be considered by MCA before the next MSF meeting in January 2019. It would be circulated to Councillors in advance of that MSF meeting.

4.2 Objections had been lodged with LDNPA in relation to the proposed housing development adjacent to the Knotts. Notwithstanding the objections, the meeting approved unanimously the motion to allow the Application to take its course (the alternative of its withdrawal having been unanimously rejected). The need for additional housing in the Matterdale Valley and to make best use of the Charity's assets both overrode the objections lodged. It was agreed.

Mr Winter would be asked to put the case for approval to the development committee.

5. The Clerk reported that an amended version of the proposed new charity scheme had been put to the Charity Commission for approval in September and the response was awaited.

6. Sale of New School

The sale had been completed on 11th September 2018, following service of a notice to complete. The net sale proceeds had been paid into the Charity's account at Skipton Building Society.

Problems with the foul drainage of New and Old School are still being encountered. The new owners have written to assert that the Charity should pay the 66% of the cost of any repairs, which falls on the owners of the former Residential Centre under the covenant agreed when the Parish Council became its trustee. The Clerk advised that they have no claim in law by reason of the 28th February 2018 contract for sale, the terms of which were agreed with them. His reasons for so advising had been circulated to Councillors in advance of the meeting. The Clerk's advice was accepted and he was instructed to inform them that the 66% of such expenses falls on them under the contract terms agreed with them, and the reasons for so advising.

7. Finance

7.1. The current balance on the Charity's account at Skipton Building Society is £415,023.28. £500 stands to the credit of each of the Charity's accounts at Cumberland Building Society and Penrith Building Society, in expectation that, to reduce the remote risk of any insolvency, a further £100,000 would be paid in the near future into each account now that the proceeds of sale of the New School have been transferred to the Charity's account at Skipton Building Society.

7.2 Expenditure was approved as follows:-

£712.50 to Mr P Winter for his professional services.

£2,278.60 to Muckle LLP for their professional services.

£699 to Mr Brown for his net salary for the half year ending 30th September 2018 and £174 for the PAYE thereon

8. It was agreed to consider the need for trustee indemnity (and a possible Charitable Incorporated Organisation) at a later meeting, the Clerk to present his recommendations after discussion with Cllr Firth.

9. The next charity meeting will be on Monday 7th January 2019, following the Parish Council meeting at Watermillock Village Hall

Notes of Matterdale Parish Council meeting on 3rd September 2018 as trustee of Matterdale School Foundation ("MSF")

1. All Councillors present, save Cllr Shaw, whose apologies were accepted.

In attendance: Mr D L Brown as Clerk.

2. Declarations of interest: Cllrs Gore and Crofts as trustees of MSF.

3. Minutes of Charity Meetings

3.1. The minutes of the trust meeting on 2nd July 2018 were approved and signed, incorporating the amendments circulated prior to the meeting.

3.2 The decision to publish the Charity's minutes on the website was reviewed. So much of the current business of the Charity is sensitive, that full minutes should not, it was agreed, be published. A note to append to the publically available Parish Council minutes was deemed more appropriate, at least in the short term. The Clerk was asked to prepare such note after each meeting.

4. Matters arising:-

4.1 The site plan to go to LDNPA with the planning application for the proposed housing development has been agreed by the steering committee (Cllrs Firth, MacAlpine and Holder). It is expected that Mr Winter will go ahead with the planning application in the next week or two. Mr Chris Mitchell has expressed an interest as purchaser.

4.2 Cllr Gore has responded to the ACT report on new objects for the Charity and her response is now on the Council website.

5. Proposed new Education/Community Building on the Recreation Field.

Cllrs Gore, Castles and MacAlpine had met with the Clerk prior to the meeting and were agreed that 2030 Architects should be appointed, once the sale of the New School had been completed and progress made towards an appropriate new Scheme. They had impressed at interview, their work on assessment of the conversion costs (New School to Village Hall) had been well received, they were local and their fee proposal competitive.

Their initial brief would be to prepare the drawings needed to support a planning application.

It was agreed that 2030 Architects should be appointed.

6. Finance

6.1. The current balance on the Charity's account at Skipton Building Society is £39,276.96.

£43,000 has been received as the deposit on the sale of the New School. £500 has been paid to the credit of both new accounts at Cumberland and Penrith Building Societies, in expectation that a further £100,000 would be paid into each account when the proceeds of sale of the New School had been transferred to the Charity's account at Skipton Building Society.

6.2 Expenditure since the last meeting (all of which was approved):-

£15 to Matterdale Parochial Church Council for the meeting fee (27th June 2018)

£780 to Dodd & Co for accountancy services

£2,509.10 to Mr P Winter for his professional services

£45 to Eden District Council for Council tax and £32.49 to E\_ON for electricity (both to be recovered on sale of the New School)

6.3 Further payments approved were:-

£144 to Dodd & Co for preparation and submission of the Charity's Annual return to the Charity Commission (now filed)

£3,270.78 to Mr G Norman, architect, for his work on the proposed new housing development

7. Cllr Gore and Mr Paul Goodman of MCA have prepared the outline of a business plan for MCA to run the new Education/ Community Building. This needs further work. They will meet with the Clerk at an early date, in the hope that a business plan will be available to put to the parish council at its next meeting. The Clerk will also discuss with them the outline of an agreement for lease of the site once the agreed building has been erected, so that, before substantial construction costs are incurred, the Council has in place an obligation on MCA to take the Lease and run the new facility.

The next charity meeting will be on 5th November 2018, following the Parish Council meeting in the Matterdale Church Room..

MATTERDALE SCHOOL FOUNDATION

CONSULTATION ON PROPOSED CHANGE OF OBJECTS

The Matterdale School Foundation would like to thank all those who took part in the consultation conducted by ACTion with Communities in Cumbria on behalf of MSF. MSF was very pleased that so many members of the community engaged with the process by completing the survey, by attending the consultation events and by giving detailed comments. The full report from ACT is now posted on the Matterdale Parish Council website under Matterdale School Foundation, so please do take the time to read it.

The overall results indicate that there is substantial majority in support of changing the objects to broaden them to include both the advancement of education, and the provision of facilities for social and recreational activities. A minority of respondents to the consultation did not agree with changing the objects and, not surprisingly, raised objections. Some of the objections were not related directly to the change of objects, but were concerned with associated matters : the use of the New School, the location of any potential new build centre, and its viability.

The objections fell into a number of broad categories.

1. One group of comments centred on the view that the New School could have been retained as an educational and community building, and that money could have been found to refurbishing it to modern standards.
2. A second group of comments focussed on the change of beneficiaries from children to the whole community expressing the view that the beneficiaries should remain the children of the valley either via individual educational grants or grants to local schools.
3. A third group of comments expressed the concern that any new centre would not be financially viable: that there was insufficient need in the community and that there were other local village halls the community could use.
4. Fourthly, there was concern about the possible location of any new build centre in open countryside and that a village centre site should be sought.

Matterdale School Foundation has considered these objections, and thought about how to respond to them and to take them into account.

1. Retain the New School as a community centre.

Strictly speaking the wish to retain the New School as a community centre is not directly related to the change of objects as it is likely this would have required MSF to apply for a change in the Charity objects anyway. However, a number of people clearly felt that the New School should have been retained for community use. MSF did seriously consider the possibility of refurbishing the New School. The New School is a much loved and beautiful building and it was with considerable difficulty that the trustees eventually decided that refurbishing and maintaining it was not economically viable, and reluctantly agreed to sell it. The cost of refurbishing it and replacing it by a new build similar sized building was broadly similar and the running and maintenance costs were estimated to be significantly more (a four fold difference was quoted) for a refurbished New School. (These estimates were provided by a local architects firm). Additionally MSF had limited assets to put towards the refurbishment of the New School and would have been highly dependent on grants from funding bodies many of whom were no longer giving large grants. Selling it makes available the proceeds for a possibly new build community centre, augmented by smaller grants from funding bodies.

2. The children of the Parish should remain the sole beneficiaries of the charity.

The School Foundation has taken into account the view that the beneficiaries should remain the children of the Parish either through educational grants or through supporting local schools, and consider that it is important to retain this aspect of the charity's activities within the proposed change of objects. The trustees did discuss whether it would be possible to specify an amount that could be put to one side for this purpose at this point in time, but, take the view that it would be inappropriate to do so until the financial situation of MSF and the cost of the possible new build is clearer. MSF is committed to maximise the amount available for educational grants through working to keep the cost of any new build within budget and through applying for grants towards the cost of a new build centre, so freeing up existing funds for educational grants. Additionally any income not needed for the running and maintenance of the new centre will be put towards the funds for grants. MSF will need to consider how to administer the educational grant fund, consulting with local schools and others, and may need to ask a local body, for example, Cumbria Community Foundation, to administer the fund on its behalf.

3. Would an educational and community centre be financially viable, and would it be used?

MSF has investigated the financial sustainability of a possible new centre through looking in detail at the financial footing of a number of community centres with a similar population and geographical spread to Matterdale, through the level of interest and support shown for the events and activities that have been put on in the valley, and through the evidence from community consultations. Additionally it has the evidence of use and financial viability when the New School was run as a field centre and was used by local schools and other children's groups. The evidence from all these sources indicated that a centre would be financially sustainable: it would support a range of educational activities for children and children's groups; provide educational, recreational and sporting activities for the local community; provide a venue for parties and celebrations; and where appropriate a venue for meetings and more commercial activities. However a detailed business plan has not previously been drawn up, and this will now be rectified. MCA, who, it is proposed, will be running the Centre, have been asked to draw up a full business plan to be available by the beginning of September 2018 for the next MSF meeting. Currently some Matterdale residents use the Village Hall at Watermillock for recreational activities. At the instigation of Watermillock Village Hall Committee, MCA and Watermillock Village Hall Committee will liaise closely and co-ordinate the planning of future activities and events in order to reduce unhelpful competition and to increase the possibility that residents of both areas will in the future attend activities in each other's facilities.

4. Location of a possible new build on open countryside.

Members of the local community are aware that one possible site of a new build is what is known as the "recreation or sports field" located on the road between the Church and Moor End Farm. A number of people expressed concern about this location in the open countryside, and about its distance from clusters of population. MSF did try very hard to find a potential site closer to clusters of houses as it was also concerned about a potential new build on open countryside. Unfortunately, no such site has so far been made available. A new build on any site will require planning permission. In the discussions MSF have had with LDNP about the recreation field, they have made it quite clear that such a site would only be considered, and only for the specific purpose of a community centre, if no other more suitable site was forthcoming, if its design was in keeping with the type of buildings (barns) found in open countryside, and if it had sensitive and appropriate landscaping. Whatever the location, members of the community will be given the opportunity to comment on the proposed design of any potential new build.

Matterdale School Foundation would very much appreciate feedback on our response to the objections raised. We would also be happy to explain our understanding of ACT's report, but any comments about the results, or their interpretation, should be addressed directly to ACT.

MSF feel it is very important that people's views are heard, so please send them to David Brown at [david.brownhesley10@btinternet.com](mailto:david.brownhesley10@btinternet.com), or to him at "Hesleyside", Watermillock, Penrith, CA11 0JH, by Monday 3 September 2018.







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Notes of Matterdale Parish Council meeting on 27th June 2018 as trustee of Matterdale School Foundation ("MSF"), as amended at meeting on 2nd July 2018  
All Councillors present, except Cllrs Firth, Marshall and Gaskell. In attendance: Mr D L Brown as Clerk.

1. The note of the trustee meeting on 14th May 2018 was approved as circulated (but with amendment of the date of the next meeting to Wednesday 27th June 2018) and then signed as a true record.
2. Declarations of interest: Cllrs Gore and Crofts as members of Matterdale Community Association.
3. Matters arising
  1. The Clerk had circulated the valuation of the Recreation Field received from Mr Green of PFK on 25th June 2018. This is a valuation for the Parish Council and the meeting was asked if a second valuation was required by the Charity. Assuming the Parish Council accept the valuation for its credit in keeping account of the respective inputs into the proposed Community and Education Building on the site, the meeting decided that the Charity would accept it.
  2. The valuation of the same date by Mr Green of the housing development site adjacent to "the Knotts" in the sum of £100k approx was noted. That valuation assumes the planning consent for four houses (two affordable and two local needs, as sketched for the proposed planning application) is granted. The planning application is to be submitted and the site then (if planning consent is granted as expected) offered for sale on the open market via PFK.
  3. Conditions have not recently been favourable for the seeding of land disturbed by the Ogilvie operations at the Old Schoolhouse (the weather having been predominately hot and dry since the last meeting) but the Clerk will check that the seeding will be done when conditions are favourable.
4. ACT consultation on new objects for the Charity

The 9pp ACT Report of its consultation on new charity objects had been circulated by the Clerk. In short, of the 189 posted questionnaires sent by ACT to all those on the electoral roll for Matterdale Polling District, 81 responses had been received by ACT, of which 75% favoured the draft of the proposed new objects settled by the Charity Commission, 12% disagreed and 12% felt unable to agree or disagree.

A correction to the Report was, it was agreed, to be sought to para 6 of the Report (para 3 under the heading "Written Responses"), as it was the Chair of the Virtual Village Hall committee of MCA, not the Chair of MCA itself, who had emailed in support of the proposed new objects. Otherwise the Report was accepted.

The meeting was satisfied that the consultation had been properly carried out by ACT and that support was sufficient for the meeting to approve the application to the Charity Commission to make a new Scheme. The Clerk suggested that the restriction to cooperation with only a "statutory authority" in the maintenance and management of the proposed community centre was unduly restrictive and (in particular) inconsistent with the intention to lease the Centre to Matterdale Community Association (a charitable incorporated organisation who would be responsible under its lease for maintenance and management). It was agreed that the Clerk should ask Muckle LLP to suggest an appropriate amendment to the Charity Commission, in reporting the outcome of the consultation and applying on behalf of the Charity for the new Scheme to be made (proposed Cllr Shaw; seconded Cllr Holder: agreed unanimously). The meeting did not consider that any of the objections received should cause a rethink on the new objects to be sought but did resolve that there be consultation with the local community on the design of the proposed new building and the business plan for its use when built.

It was agreed that the 9pp report, when corrected, should appear in the Matterdale School Foundation section of the Parish Council website and that a brief progress report should be sent to the Editor of "Together", the next edition of which would go out in late August or early September.

#### 1. Sale of the New School

The Clerk reported that the buyer had failed to complete the purchase of the New School by the end of May as required under the sale contract. The Charity was being asked for a three months (maximum) extension, as a variation of the contract terms. This led to discussion, following which it was resolved to grant the buyer a three month extension on terms recommended by the Clerk.

#### 1.

The current balance on the Charity's account at Skipton Building Society stood at £1,459.42, the Clerk reported. £45 had been paid out for Council Tax on the New School and £924 was required to be paid to LDNPA as the fee on the planning application for the housing development referred to above. These two payments were agreed, as well as the £15 meeting fee to be paid to Matterdale PCC for the use of the Church room that night.

1. It was decided that past notes of the meetings of the Parish Council as charity trustee which had been intended to be confidential should remain confidential.

#### 2. Other Business

8.1. The Clerk reported that electricity charges for the New School were being recovered from Mrs Schools; he had continued the supply agreement with EON but on different terms.

8.2. The consultation period on the new LDNPA local plan was due to expire on 29th June 2018, it was noted; it was agreed that any responses should be by individual councillors on their own behalf, rather than by the Charity.

1. The Council will next meet as trustee on Monday 2nd July 2018 after the Parish Council meeting in Watermillock Village Hall.

Draft minutes of a meeting of Matterdale Parish Council acting as trustee of Matterdale School Foundation held on Monday 5th March 2018

All Councillors present, save Cllrs Shaw and Marshall.

In attendance: the Clerk, Mr Brown

1. Apologies for absence: as above.
2. Declarations of interest by Councillors: Cllrs Gore and Crofts as members of MCA.
3. Approval of minutes of the last trustee meeting on 22nd February 2018.

These were amended to refer in para 5 to refer to "the Buyer" of the New School and to make clear that ACT have offered four hours support work without charge (two hours of which cover the first meeting with Ms Aitken) and to correct the fee quoted to £1,200 for four days work. They were then approved and signed as a true record.

4. Matters arising from previous minutes.

4.1 the sale of the New School;

Contracts have been exchanged and 10% deposit paid to MSF's solicitors as stakeholders. At the Buyer's request, the completion date has been extended to 31st May 2018, unless the Buyer asks for earlier completion.

There needs to be vacant possession on completion, so the clearance (mainly of unsalable items) needs to be organized. Cllr Castles will check that there is nothing he believes would be better sold, or retained for MCA to use when there is a new building available. Then MSF will need to arrange for a commercial firm to clear the building and dispose of the unusable goods.

There were in the old hall two old paintings of historic interest which the Bielbys had offered to restore for hanging in the new building. Cllr MacAlpine will

enquire progress and establish where the paintings are to be kept meanwhile.

4.2 The proposed site for an Educational and Community building on the Recreation Field.

The Parish Council will need to value the freehold. Mr Green of PFK will be instructed. If MSF wishes to do so, it will engage its own valuer.

5. The potential planning application for housing on the land north east of the Old Schoolhouse, Matterdale.

Cllrs Holder, Firth and MacAlpine will meet to review the proposed development and if they think fit the planning application will be submitted without delay. The Clerk will ask Mr Green to value the land to be offered for sale by MSF when planning permission has been granted.

Meetings with one or more housing associations in advance of the land being offered for sale would be of limited value, the Clerk considered.

New government guidelines for affordable housing may be relevant but the impact of any such guidelines had not yet been assessed, regulations being anticipated.

6. The consultation process required by the Charity Commission before a new scheme would be made.

Cllrs Castles, Gore and MacAlpine had met with the Clerk that morning. Their recommendations (which were accepted) were:-

6.1 Cllr MacAlpine would take the leading role in the consultation process (thus avoiding any legitimate allegations of conflict of interest for trustees of MCA, current or former).

6.2 Before 15th March, Cllrs will review the proposed letter to electors and FAQs, which the Clerk had laid on the table for consideration by Councillors. The Clerk will then revise the drafts, to be reviewed and, hopefully settled, by 1st April, so that the documents were available to all Councillors before any pre-consultation event.

6.3 There would be three pre-consultation events:-

6.3.1 On Sunday 1st April at Matterdale Church at c 1pm, when the traditional Easter egg search would be taking place.

6.3.2 On Saturday 21st April at c 12.30pm at the Royal Hotel, when MCA would be holding a barbeque in the newly erected marquee.

6.3.3 On Friday 27th April in the Royal Hotel at 6pm, when MSF would hold an open meeting.

6.4 The Clerk had prepared a letter to Ms Hellen Aitken of ACT which set out how the consultation might progress. It was agreed that the scope of the consultation and the method suggested in his letter was acceptable, amended to clarify that MSF were to advance education and provide facilities for educational and social activities for residents.

Cllr MacAlpine and the Clerk will meet Ms Aitken as soon as possible to progress the preparations for the consultation.

The Chairman emphasized that what was required was a consultation, not a vote. When the outcome of the consultation is known, it will be for all Councillors (not just those from the Matterdale Ward) to decide how to proceed.

7. Finance

7.1 The Clerk reported that the balance on the Charity's account at Skipton Building Society stood at £1,725.57.

7.2 Approval of any expenditure and identification of any expected expenditure before the next trustee meeting:-

£180 is to be paid to Dodd & Co for dealing with the Charity's annual return.

2/5ths of the Clerk's outstanding 2017/18 salary (and the PAYE thereon) and his travel and home office use will fall on the Charity

Planning fees re the proposed housing development, fees for various professional services and clearance expenses, some Council tax and, perhaps, electricity costs relevant to the New School are likely to be paid before the next meeting.

8. Any other business - None.

9. Next meeting date: Monday 14th May 2018 following Parish Council AGM.

D. L. Brown

6th March 2018

Notes of Matterdale Parish Council meeting on 22 February 2018 as trustee of Matterdale School Foundation ("MSF")

All Councillors present, save Mrs Gore, Mr Crofts, Mrs Gaskell, Mr Firth and Mr Marshall. In attendance: Mr D L Brown as Clerk.

1. The note of the trustee meeting on 8th January 2018 was approved as circulated and signed as a true record.

2. The Clerk reported that the Charity Return due by 31st January 2018 had been filed.

3. The public meeting at Royal Hotel on Friday 12th January at 6.30pm. held to inform Matterdale ward residents of progress with the intended new Education/Community building, had been held. The notes taken have been circulated to Councillors. Those present (c50 people) in the main, but with one or two dissenters, expressed support for the development of the Recreation Field. There were various detailed concerns (principally parking and access) and the notes attached will be referred to as the detail of the scheme is developed.

4. The Clerk reported that Cllr Castles, MacAlpine and he had met with Mr Winter (advising the Council) and Mr Long of LDNPA on 19th January 2018. The main points to note were:-

1. Mr Long remains to be persuaded that the Recreation Field is an acceptable site for a new Community facility (but he did not rule it out). He certainly would not have accepted a non-agricultural purpose (eg housing) there.

He would want to know what alternative sites (if any) were available.

As to siting and design, he favoured a barn-like appearance, save perhaps on the southern elevation facing Gowbarrow Fell. He felt the main building should abut the highway. He did not demur when it was suggested to him that a car park for 50 cars (with overflow at the rear) should be located at the front of the site. Although he was told that a lot of further consideration would be needed before any planning application was submitted, Mr Cleasby's latest drawings were presented to him; he appeared to accept the sizing of the facility. A small outbuilding close to the highway at the west end of the site would be acceptable, he thought.

He emphasized that he was concerned about the landscaping of the site, as well as the building(s) design and appearance. He repeated that his views were "without prejudice" as until the detail is further developed it would be presumptuous to expect his approval (in principle or in detail).

1. Mr Long was asked if he could now recommend the grant of planning permission for the New School as applied for and urged by the Parish Council. He asked the Councillors to note that if that proposal is implemented, it reduced the options for siting a replacement Community building. Nevertheless, on balance, he would recommend LDNPA to approve the application and issue the decision notice in the next week or so.

1. The Clerk reported that, the planning consent for the New School having been issued and the detail of the sale contract having been agreed with Mrs Schools, he expected early exchange of contracts for its sale at the agreed price, for completion, at her request, no later than 30th April 2018.

The proceeds when received would be placed on short term deposit with banks or building societies, it was agreed. The Clerk was authorized to open as many accounts as necessary, in particular to keep the investment below the £85k maximum for compensation if the institution became insolvent. It was agreed that the signatories would be the Clerk, Cllrs Lloyd and Dobinson (any two of the three to sign). The Clerk expected to open accounts with Cumberland Building Society and Penrith Building Society, as well as investing part of the proceeds in the existing Skipton Building Society account.

1. The Clerk reported that, the most recent correspondence with the Charity Commission having required a formal consultation on the proposed new Scheme, he and Cllr Gore had met the previous day with Mrs Helen Aitken of Action for Communities in Cumbria ("ACT"). They were both satisfied that the consultation should be carried out by an independent body and that ACT had the necessary experience of consultations with communities to carry out the consultation.

The cost discussed was a fee of £1,200 for the four hours work required of ACT if instructed. If face-to face meetings between ACT and consultees were to be required, the budget would need to be topped up by £1,200, Mrs Aitken said. Cllr Gore and the Clerk thought that face-to face meetings were unlikely to be needed.

Mrs Aitken was strongly of the view that, to raise awareness among a wide section of the community, events (probably of a drop-in nature, which she would help with and/or attend if required) should be held (perhaps in the Royal Hotel and/or Matterdale Church, or its room) in advance of the formal consultation, that the formal consultation should be done by post (not face to face, unless the postal method was a failure) and that a questionnaire (to be completed by

each household anonymously) be drafted by ACT after further discussion with the Council's representatives.

Cllr Gore suggested that one from the Parish Council and two from Matterdale Community Association should join her to plan the events.

Mrs Gore and Mr Brown are to provide a list of households to ACT, the consultees, being limited to those who are, or will be then, be members of Matterdale Community Association and those on the electoral register for the Matterdale Ward at 1st February 2018. The four schools serving the Matterdale ward (two primary and two secondary) were also potential consultees, it was agreed.

To allow time to plan the pre consultation events and hold them, it was felt that we should aim for the formal consultation to take place in May 2018.

"Together", noticeboards and the website would also be used to provide information on the consultation and the proposed scheme. The siting of the proposed building and especially its design detail would not be part of the consultation, so that consultees' minds are focused on the proposed Scheme itself. Cllrs Gore and Castles would work up a consultation brief, in co-operation with the Clerk.

The results of the Consultation and its detail (such as ages of consultees) would be fed by ACT into a County Council facility which ACT use called "Have Your Say". That allows the responses to be on-line, with postal responses fed in as part of the data. The outcome would be fed back to the Parish Council as soon after the end of the consultation period as possible.

The report was accepted and its recommendations approved.

Cllr Holder admitted having come comparatively recently onto the Parish Council but he had reservations as to whether another community building is needed in the area, relatively close as it would be to (eg) Watermillock Village Hall (he did not mention but it was known to the meeting that he is a committee member there).

After discussion, and in the light of the history of the proposal and the want of good faith if the proposal were now to be abandoned, it was agreed to proceed. Those Councillors who have recently joined the Council, were invited to contact Cllr Gore to see the details of the extensive enquiries as to the need for and financial viability of the scheme, which she and her Matterdale Community Association colleagues have made, and the reports of which have persuaded the Council that the new facility planned should go ahead, despite the reservations expressed to date by various members of the community.

1. The Clerk asked that the basis of ownership of the site and the proposed new building be discussed at this stage, so that he could take further advice from Dodd & Co, Accountants, on the VAT implications of the proposed building scheme at the Recreation Field. His suggestion was that the freehold remain with the Parish Council but it be agreed, in principle, and recorded by minutes when the final costs are known, that the equity (ie in particular the net proceeds of any sale) be held in proportion to the contribution in cash or kind (ie the value of the site). So, if the site is valued at £10k for example, contribution of the Parish Council as such would be £75k and the charity's contribution is £400k the fractions would be 85/485 Parish Council as such: 400/485 Matterdale School Foundation. The Council did not demur and the Clerk will discuss his proposal with Dodd & Co. The intention to let the completed building and site to Matterdale Community Association on a long lease would remain unchanged, the Clerk said.
2. The Council authorized Cllrs Castles, Gore, MacAlpine and the Clerk to take forward the selection of Architects by interview of a short list of three firms from among firms recommended by Mr Winter. The initial brief would go out to the short-listed firms, in a form agreed between Mr Winter and those four. The interviews and provisional selection would be timed prior to the outcome of the consultation, with a view to instruction as soon as possible after the end of the consultation period and availability of its results.
3. The selected architects would be asked to work with Galpin Landscape Architecture Limited, of Kendal, who had been recommended by Mr Winter as well qualified for the work and likely to charge competitively.
4. The amended drawings of the proposed four houses (two "local occupancy": two "affordable") east of the Old Schoolhouse have been agreed by Cllrs Macalpine, Holder and Firth as the Council's steering group, and discussed by Mr Winter with Mr Long of LDNPA. The revised siting, further from the access highway, meets with Mr Long's approval. Mr Winter is almost ready to go with the planning application. It was agreed that he should be instructed to submit the application, with a view to the site being offered for sale on the open market with the benefit of planning consent. It was agreed that the Council has neither the capacity or the expertise to act as the developer, and it was not open to the Council to extend the proposed Scheme to include housing providers.

Mr Winter has already identified two housing associations who may be interested; however their best offer may be below market value and, as a Charity, any such offer could not be accepted. A report under s119 (c) Charities Act, 2011, would need to be considered before any sale contract could be entered into, the Clerk advised.

1. The current balance on the Charity's account at Skipton Building Society is £3,961.07; expenses were approved, as follows- £900 to Muckles, Solicitors, for their further work, £348 to Spatial Data Ltd for the topographical report on the proposed housing development site, £180 to Dodd & Co for completing the Charity Return, £807.50 to Mr Winter for part of the work done to date.
2. It was agreed that the notes of the Charity trustee's meetings (for this and future meetings) should not, in general, need to be kept confidential. The draft notes would be distributed to all Councillors and, subject to any correction in the ensuing seven days, would be put on the parish Council website.
3. The Council will next meet as trustee on Monday 5th March 2018 after the Council meeting.

D.L.Brown—24th February 2018

Time line for "Village Hall."

Matterdale had a well functioning and well attended village hall in the old school for many years. This gradually fell into disrepair in the 1990's. Since then, initially led by Keith Clark, there have been various initiatives to try to get a village hall established.

Keith and the Matterdale Parish Council began negotiations with Cumbria County Council for the MPC to take over the trusteeship of the Matterdale School Foundation which owned the new School. Negotiations also began with the Charity Commission to enable the new School to be used for both educational and community purposes.

Jan 2013. Public Meeting held by MPC. Two questions were asked.

Should MPC proceed with becoming the trustee of the School Foundation.

If the answer to the first question was yes, should The School foundation sell the new School and the proceeds then be made available for "grants" for School aged children in Matterdale, or should it try to re-establish a new Community Centre in the new School.

60 people attended, there was unanimous agreement with the first proposition, and 59 people voted in favour of the School Foundation seeking to re-establish a Centre.

2015/6 agreement from Cumbria County Council that MPC could take over the trusteeship of MSF.

2015. Survey commissioned by MPC to find out if there was an ongoing need for a community centre, what activities did the community want. 50% response rate, 62% thought a Centre was needed in Matterdale, 23% we're unsure and 14% thought it was not needed.

October 2015 Public meeting held by MPC. Survey results feedback. Consensus was for MPC to take forward the planning of a new community centre, either at the new School or a new build, and that the Matterdale Community Association, originally set up by Keith Clark, should be reinstated with new trustees to take forward the community activities.

2016 - 2017. On going communication between MSF and the Charity Commission. Which Tyrone will say more about.

January 2016. MSF commissioned an evaluation of the relative costs of refurbishing the new School versus a new build on land owned either by the MPC or MSF. Outcome was that the costs of both were relatively similar (region of £350,000-400,000), with significant advantage to a new build in that the proceeds from the sale of the new School could be available for the new build and the running and maintenance costs of the new build would be significantly smaller. MSF decide to go ahead with a new build, preferred site Recreation field.

April 2016. Meeting with planners re new build, and submission of draft pre application letter. August 2016 planners reply strongly that a site should be found with proximity to Beckwith.

with proximity to Dockray.

January 2016 - ongoing. MCA is re-established and starts organising a series of events and activities. May 2016 to September 2016 weekly events (singing, ceilidhs, pop up restaurants, pop up and play, dog shows, bake offs, concerts for children and adults, etc) in a marquee purchased by MPC and located at the Royal Hotel in Dockray. Very successful, attended by significant number of people, different people for different events. Showed if things out on people would come and also that we needed a building, as this level of activity was not sustainable in a temporary structure. Subsequently events have been organised once every couple of months

September 2016-December 2017. MSF explored the possibility for a new build site nearer to Dockray, but eventually it was realised that no suitable site was available and decided in December 2017 to re-consider the recreation field. Began further discussions with LDNP.

Summer 2017. MSF employed a designer to work on outline plans for the new build working in conjunction with MCA who advised on dimensions and range of rooms required based on extensive research of local village halls and the activities the community had said they would like to see available.

#### **Matterdale School Foundation ("MSF")**

##### **Notes of Consultation meeting on 12th January 2018**

A note of those attending is appended.

1. Mrs Veronica Gore was invited by Dr. T Castles, as Chair of MSF, to explain the general background and the proposal to erect a new Education/Community building on the Recreation Field owned by the Parish Council.
2. Her notes are attached. The preliminary design plans for the new building were displayed outside the meeting room.
3. Mr Castles added that Mr Winter was working on behalf of the Parish Council as planning consultant. Contact with LDNPA had established that the most acceptable form of building, from a planning perspective, was a building stone faced on three sides, comparable to a traditional Lakeland barn. A further meeting with LDNPA is planned for the following Friday, he said. He then invited questions.
4. Mrs Nixon asked what provision would be made for car parking; Mrs Gore said that the detail had not been discussed as yet but she felt that provision for onsite car parking should accommodate about 50 cars but advice would be sought from the planners.
5. Mr Martin Kelso asked why the New School was not being utilized as a village hall. The answer given was that 2030 Architects had compared the cost of its adaption to the cost of a new building and the figures came out approximately the same at £300/£350k. It would, however, be significantly less expensive to run a modern building. Moreover, there was hope that New School proceeds would go some way to covering the building costs.

He also pointed out that the New School had a residential part, which would bring a much needed house at low cost to the area. Dr Castles confirmed that the plan was to incorporate a caretaker's flat in the new building.

He thought the cost of providing services to a new building on the Recreation Field might be prohibitive; Dr Castles said a costing had not yet been obtained, but, as the field already had water laid on and there is a nearby electricity transformer, such costs should not be a major stumbling block.

1. Mr Nixon drew attention to the access from the minor road to A5091; he regards it as a potential danger; the possibility of reducing danger there should be looked at. Dr Castles agreed that, if a planning application is made, that should be taken account of in the highway assessment, and no doubt would be. In addition, the possibility of providing a footpath link along the side of the minor road from the Dockray to Matterdale Church path should be looked at, Mr Nixon said. Prof Brian Clark recollected a footpath leading to Ulcat Row but thought it may now be blocked.
2. A question was raised as to the need to include a flat within the new building. Dr Castles said it would help to have accommodation for a caretaker, thus relieving local residents from some of the work necessary to sustain the use of the facility and would also provide local accommodation.

The area shown on the drawings for toilets was questioned; it was explained that it was intended to include showers in that area, necessary if the building was to be used by groups for scouting and the like.

1. Mrs Gore reminded the meeting that MSF is an educational charity; therefore, to persuade the Charity Commission to allow New School proceeds to be used as part of the building costs, the educational purpose of the new building was essential. She was asked what other purposes the New School proceeds could be used for. Correspondence with the Charity Commission is ongoing, she explained; Dr Castles added that he did not expect all the proceeds to be needed to fund the cost of construction. Grants may be available to meet part of such costs. Once the building is in profit, he hoped that educational prizes could be paid.
2. Mr Martin Kelso expressed the hope that sports such as tennis might be available; Mrs Gore agreed that that was possible, along with a range of other such facilities, perhaps croquet and badminton.
3. Mr Paul Airey claimed that there was a segment of the community who had serious reservations about the proposal to provide a community centre, and asked whether the proceeds from any sale of the New School could be put to other uses. Dr Castles indicated that negotiations on the appropriate use of the proceeds are continuing with the Charity Commission. Mr Crofts pointed out that there had already been two or three open meetings and a questionnaire, all of which suggested that the great majority of the local community wanted such a building to be provided, rather than the proceeds being used for any other purposes.
4. Mr Martin Kelso asked that young residents particularly should be consulted; Dr Castles agreed.
5. Mr David Garner said that the LDNPA officers should not be effectively the designers of the new building; he asked that architects be engaged, perhaps by competition. This view was supported by Mr Nixon.

CLlr Hughes said that the restrictions LDNPA would impose would need to be adhered to but that did not mean that there is no room for imaginative design work.

Mr Goodman reported that, at a recent meeting, MCA trustees had decided to recommend to MSF that, in order to achieve the best design possible for any new build, it would be important to employ an architect and suggested holding a small informal competition.

Dr Castles said he did not favour a long, drawn out design process but Dr Castles and Mrs Gore agreed that the involvement of at least one firm of architects might be desirable before the building design was finalised.

Mr Harrison agreed that dialogue with the planning officer was necessary.

1. In answer to a further question from Mr Garner, it was explained that efforts to find a suitable site in Dockray had not been successful. The Recreation Field, being available, was felt to be the chosen site, if any progress was to be made in the foreseeable future.

The following is a list of signatories who attended the MSF meeting at The Royal Hotel, Dockray on 12th January 2018

