

# KENTMERE PARISH MEETING

Minutes of Kentmere Parish Meeting held on Monday, 8<sup>th</sup> August, 2011, in Kentmere Institute at 7.30 p.m.

**Present:** Iain Johnston (chairman), Maureen Baldwin, Jackie Bettess, Pete Bettess, Max Biden, Tricia Broomby, Hazel Brownlow, Clare Courtier, Robert Courtier, Hilary Fry, Kathie Fry, Christopher Gregory, Shirley Gregory, Tom Howarth (PCSO 5265 Cumbria Constabulary), Sandra Johnston, Peter Lansberry, Robert Ridley, Rosamund Ridley, Jim Sharp, Jim Stilling, Jean Sturgis, Tim Sturgis, Andrew Williams.

1. **Apologies for absence** were received from Maggie Biden, Christine Hevey, Jan Hinchliffe, Richard Hinchliffe, Carol Lansberry, Eve Pennell, Jack Pennell, Gordon Strickland, Jackie Strickland, Gay Talbot, Anne Williams.
2. **People of Kentmere** The chairman congratulated Eleanor Ridley on her engagement to Matthew Barr. The chairman sent the commiserations of the meeting to Carol Lansberry who has broken her leg and wished her a speedy recovery.
3. **Minutes of Parish Meeting held on 15<sup>th</sup> June, 2011.**
  - 3.1. These had already been circulated and several residents had submitted corrections. A second unapproved version of the minutes had then been circulated. Copies were also available at this meeting. The chairman asked if there were any further corrections. None were forthcoming. Robert Courtier proposed that the minutes be approved and this was seconded by Maureen Baldwin and **agreed by the meeting.**
  - 3.2. The chairman stated that the previous minute book covering the years 1894 to 2011 had been shown to the Record Office in Kendal by Nick Pighills. The Record Office were keen to have the book in their archives. They have agreed to photocopy the entire book, so that the parish can keep a copy, for a very modest sum. The chairman hopes that the book can be presented to the Record Office with a ceremony to mark the occasion.
4. **Matters arising from the minutes.** There were no matters arising except as covered by separate items in the Agenda.
5. **Standing Orders and Constitution**
  - 5.1. As requested by the previous meeting, the chairman, officers and other officials had prepared a draft set of *Standing Orders* for the Parish Meeting. These had been circulated to all residents in Kentmere. The standing orders of Mallerstang Parish Meeting had been used as a starting point. There followed a discussion of the proposed Standing Orders under the headings below.
  - 5.2. *Number and dates of meetings.* There was a discussion of these. The Parish Meeting is constrained by several factors. These include:
    - The need to approve the accounts after the end of the financial year
    - The legal requirement to hold the AGM at which officers are elected between March and May
    - The need to set a precept in November
    - The need to synchronise with the four annual UKLAP meetingsAfter considerable discussion **it was agreed** to adopt the following scheme:
    - AGM in March or April

- Meeting in June, at which the accounts would be approved
- Meeting in August to fit in with the August UKLAP meeting
- Meeting in November at which the precept would be set.

(Subsequent to the Parish Meeting it was discovered that the above scheme violates some of the legal requirements for Parish Meetings regarding dates and will have to be revised – Clerk)

5.3. *Chairman's discretion.* **It was agreed** that the phrase in section 4.2 'at the discretion of the chairman' should be deleted.

5.4. *Quorum.* The legal requirement is that the quorum should be at least 2. **It was agreed** that the Parish Meeting should have a quorum of 10.

5.5. *Voting.* Max Biden said that he wished to de-mystify the rules of meetings and would like to see the facility for a secret ballot of the persons attending the meeting. He proposed that there could be a secret ballot in the meeting if requested by at least 10 of the residents, or one third of those present, whichever was least. There followed some discussion which included issues of practicality – how would the ballot papers be organised, particularly if the issue were complex?, who would be the scrutineers? Robert Courtier felt that we already had the option of a full ballot of the residents. Jim Sharp felt that Max's proposal would give us another option. Max Biden felt that when there were contested elections for officers voters might not want to put their hands up in an open meeting. Robert Ridley pointed out that with changes in local government we might be called upon to vote on planning issues in Kentmere, and again residents might wish to keep their views secret. After wide discussion, a vote was taken.

***Proposal that provision for a secret ballot of electors at the meeting be included in the Standing Orders and Constitution***

For 16, against 2, abstentions 2

***The proposal was therefore carried***

5.6. *Statutory Elements* Some of the rules in the Standing Orders are statutory requirements which we cannot change. Others are at the discretion of the Parish Meeting. **It was agreed** that within the Standing Orders the two kinds of rule should be distinguished in some way.

5.7. *A revised version of the Standing Orders and Constitution* taking into account the decisions of the meeting will be circulated. They can be amended at any time by a Parish Meeting.

## **6. Financial Regulations**

6.1. *Proposed Financial Regulations.* It had been hoped to circulate these prior to the meeting. The chairman reported that because of Peter Lansberry's personal problems (see section 2 above), it had not been possible to prepare the proposed Financial Regulations in time for this meeting. Consideration of the regulations will therefore be held over to the next meeting.

6.2. *Interim Arrangements* Notwithstanding section 6.1 above, the chairman reported that some bills had to be paid by the Parish Meeting, as a matter of urgency as they had been outstanding for a long time. He asked the meeting to approve section 5 of the draft Financial Regulations in order for him to discharge these debts. The relevant section is appended to these minutes. The chairman suggested that the meeting adopt this section of the regulations. This was proposed by Hazel Brownlow and seconded by Clare Courtier. **The meeting agreed** to adopt section 5.

6.3. *Other financial issues* The chairman said that there would be a discussion of the budget at the next meeting. Tim Sturgis asked if possible grants from the UKLAP could be included. The chairman said that they could. Tim Sturgis asked if the funding for broadband came from the UKLAP. Jackie Bettess answered that the funding came from outside the UKLAP.

## 7. Reports

7.1. *Highways* Robert Courtier spoke to his report. He had organised a survey of road users in July, using both a web site and hard copies. There had been a good response of more than 75% of households. The results had been circulated and will not be repeated here, except to say that by any standard of comparison the road is hazardous, and that the chief concerns of Kentmere road users are

### *Filling in of pot-holes and Snow clearance*

Robert Courtier has written to the Cumbria County Council about the survey and the hazards on the road. He was in no doubt that the hazards on the valley road are real. He asked the meeting if Kentmere Parish Meeting should ask the CCC to alleviate the hazards and should pursue them on other issues. **This was agreed by consensus.**

There followed a considerable discussion on the issue of the road. The following points were noted (note by clerk – if I have missed anything important or misrepresented anything, please let me know):

Tim Sturgis asked which things should be improved?

The chairman emphasized that it was important to find and pursue the correct council staff on a given issue and that the 'buck' is often passed within the council.

Hilary Fry pointed out that we have to keep on at people. A re-surfacing of the road had been promised but had not materialised.

Tim Sturgis said that snow clearance was not a matter for the council. But it was pointed out that we know that Longsleddale *do* get assistance with snow clearance from the council and the chairman said that we should pursue them on this and other matters. (post meeting note from Robert Courtier: Snow clearance is a public expense for which CCC Highways are responsible.)

Peter Lansberry said that he was struck that some issues on the list, for example pot-holes, were not relevant to accidents. It was pointed out that avoiding a pot-hole can actually contribute to an accident by distracting drivers and encouraging them to be on the wrong side of the road for example. Peter Lansberry also said that accidents use up a lot of time and resources. He also asked which issues contribute most to accidents? Robert Courtier responded that there was not enough data to be able to say.

Tim Sturgis said that while most residents agree about maintenance, some capital projects might not receive universal agreement.

7.2. *Broadband* A report from Jackie Bettess had been circulated. The main points were that there seemed little prospect of a fibre-optic connection for Kentmere in the short to medium term. At the moment the best prospects for an improved broadband in Kentmere seemed to be a wireless system and a satellite system. Both were being investigated. One Kentmere resident had a satellite system installed and Jackie Bettess was also installing one. In discussions at UKLAP meetings concern had been expressed about CCC's management of the broadband project. As a result there was to be a meeting with the lead councillor, Elizabeth Mallinson which members of UKLAP would attend. Jackie Bettess would report back to the next

parish meeting. In the meantime she asked anyone interested in taking part in a pilot project to contact her. **Action (residents interested in a broadband pilot project): contact Jackie Bettess.**

7.3. *Kentmere First Responders* Jim Stilling reported on recent developments. There are currently 10 active responders in Kentmere. They train every month and are tested once a year. They have just acquired a new defibrillator which is kept at Bridge End in a secure location. There is also a defibrillator at Hallow Bank. The catering for the Fell Race raised about £300 this July due to the efforts of Maureen Baldwin helped by other volunteers. The responders have to find about £400 per year for the cost of the pagers. Jim Stilling thanked the Parish Meeting for their annual contribution. The responders will be having a 'scenario' training evening in September with the Staveley First Responders. Questions were asked about the scenario training. The community police officer asked if the police could access the defibrillator, but the response was that this would be difficult, as it was kept locked up. The chairman said that he had seen responders in action, whilst on a coach trip, and that they had arrived within four minutes. **Residents were reminded not to call any of the responders in the valley directly, but to call 999.** The control room will alert the responders through the pager system. Max asked that the meeting record a vote of thanks to the First Responders team for their work and this was agreed by all.

7.4. *Television for Kentmere (TfK)* A report on TfK had been circulated prior to the meeting. Max Biden said that the survey mentioned in the Report which would help TfK to plan for the next five years was almost ready, and would be circulated shortly. He also reminded residents that, as noted in the report, the annual fee of £25 is now due. Could residents please pay himself or Jim Stilling. Cheques should be made payable to 'Television for Kentmere'. **Action (for participants): pay subscription to TfK.**

8. **UKLAP Meeting** The chairman said that the next UKLAP meeting was due. Robert Courtier hoped to have an interaction with the CCC Highways representative to raise issues about the valley and the roads survey. There will be a new chairman of the UKLAP as from this week.

9. **Parking Survey** The chairman informed residents that among very many emails from the CCC he had received one about a survey of parking in South Lakeland. Should there be free parking in Kendal?, or did people have other views? He would send details of the survey to anyone who was interested, if they emailed him. Max Biden pointed out that the survey could also be accessed on the front page of the SLDC web site. **Action: interested parties to respond to the CCC survey.**

10. **Jubilee Celebrations - 2012** The chairman had received a letter from the Lord Lieutenant of Cumbria about jubilee celebrations, with a guide to building bonfires! The chairman repeated his previous request for ideas on how Kentmere might celebrate the Queen's Diamond Jubilee in 2012. **Action (all residents): Ideas for Diamond Jubilee to chairman.**

## 11. Any other business

11.1. *Policing of Upper Kent* Tom Howarth, our local policeman explained the new system, which meant that we have two local officers, himself and Alex Potter (PCSO 5281). They will be patrolling the valley. Jim Sharp commented that he had been surprised to see a police car driving up the road to Hartrigg. Tom Howarth was asked if the recently reported dramatic increase in rural crime had also occurred in Kentmere. He said that it had not, and that the long cul-de-sac of Kentmere deterred criminals, because they feared that they may not be able to make their escape. Kentmere was almost crime free.

11.2. *Neighbourhood Watch* Rosamund Ridley asked if it were possible to have a neighbourhood watch scheme in Kentmere? Apart from the crime fighting aspect, there were reductions in house insurance for houses in such a scheme. There seemed to be no reason why there should not be such a scheme in Kentmere. Tom agreed to provide Neighbourhood Watch details. Max Biden suggested that it would be better to proceed on a valley basis, not just Kentmere and this was supported by PC Howarth. The chairman pointed out that three quarters of the valley road was in Staveley, which means that we must liaise with their officers.

11.3. *Cutting of verges* The chairman reported that the verges in Kentmere would not be cut until the start of September. It was pointed out that some verges in the North west are cut much earlier in the summer. Overgrown verges were a problem to users of the valley road. The chairman reported that enquiries had been made and it appeared that in a survey dating back to the 1990s the verges in Kentmere had been found to contain rare plants, which should not be cut. The chairman tabled a leaflet about wild flowers in road side verges in Cumbria. Hilary Fry, a resident botanist said that he was only aware of one rare plant in our hedgerows (Melancholy Thistle) and it was some time since he had seen it. **Action (Robert Courtier): To investigate and see if it really was necessary to cut the verges so late.**

12. The meeting closed at 9 pm and many residents remained for teas, coffees, biscuits and a chat.

Date of next meeting: Monday, 7<sup>th</sup> November, 2011, 7.30 pm, Kentmere Institute

### **Actions**

**As noted in the text above and**

**Chairman to pay off debts as soon as possible**

## **Appendix**

### **Kentmere Parish Meeting Financial Regulations (extract)**

#### **5. Banking Arrangements**

- 5.1. The Parish Meeting's banking arrangements, including the Bank Mandate, shall be made by the Responsible Financial Officer (RFO) in consultation with the Parish Chairman and Parish Clerk, and shall be approved by the Parish Meeting.
- 5.2. All payments must be for items that have been previously approved by the Parish Meeting, except for urgent matters as covered by paragraph 3.3
- 5.3. Cheques drawn on the bank account shall be signed by any two of the following Officers: the Parish Chairman, RFO and Parish Clerk.
- 5.4. To indicate agreement of the details shown on the cheque with the counterfoil and the invoice or similar documentation, the signatories shall each also initial the cheque counterfoil.

#### **Notes:**

**These Standing Orders are to be interpreted in accordance with the provisions of the Local Government Act 1972, as amended by the Local Government Act 2000, the Freedom of Information Act 2000, and any subsequent legislation, in so far as these apply to Parish Meetings.**