

**Draft Minutes of the Annual Meeting of St Bees Parish Council held on
Monday 23 May 2022 at 7pm in the Village Hall**

PRESENT: Cllrs D Sim (in the Chair), P Argyle, N Bettinson, C Hale, A Linton, J Mellor,
H Monaghan, S Ritson, C Robson, E Taylor & the Clerk

In attendance: Cllr C Whiteside, County Councillor - Egremont North/St Bees
Cllr G Minshaw, Member of the Shadow Cumberland Council

74/22 ELECTION OF CHAIRMAN & VICE CHAIRMAN

(a) Nominations were sought for the office of Chairman for the coming year.

It was RESOLVED that Cllr Sim be elected as Chairman for the coming year (proposed by Cllr Mellor, seconded by Cllr P Argyle).

(b) Nominations were sought for the office of Vice Chairman for the coming year.

It was RESOLVED that Cllr Taylor be elected as Vice Chairman for the coming year (proposed by Cllr Gilmour, seconded by Cllr Bettinson).

It was further RESOLVED that the Council's thanks be passed on to Cllr Gilmour for his contribution as Vice Chairman for the last six years.

75/22 CHAIRMAN'S OPENING REMARKS

The Chairman welcomed Graham Minshaw who was recently elected to represent Egremont North/St Bees on the new Cumberland Council. The new unitary authority would exist in shadow form during the coming year and would be responsible for the provision of services from 1 April 2023.

76/21 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs G Gilmour, D Millington and A Kaldos. Apologies were also received from Cllr Hailes, CBC Ward Councillor, who was unwell.

77/22 DISPENSATIONS & DECLARATIONS OF INTEREST

Cllr Ritson declared an interest in the planning application for Richmond Crescent as a close neighbour and indicated that he would withdraw from the meeting during consideration of this item.

78/22 PUBLIC PARTICIPATION

No issues were raised.

79/22 MINUTES OF THE MEETING HELD ON 25 APRIL 2022

It was RESOLVED that the minutes of the meeting on 25 April be approved as a correct record and signed by the Chairman.

80/22 FINANCE & RISK MANAGEMENT

(a) Internal Audit Report

The Internal Auditor's report for 2021/22 was received and noted. The report made no formal recommendations but included three suggestions for the Council to consider to improve good practice. It was RESOLVED that the report be accepted and that FRAG be asked to look at implementing the suggested improvements in the coming year.

(b) Asset Register

The asset register at 31 March 2022 was received and noted.

(c) Annual Governance Statement

The assurances required in the Annual Governance Statement for 2021/22 were considered and it was agreed that affirmative answers could be given in all cases.

It was RESOLVED that the Annual Governance Statement be approved and signed by the Chairman.

(d) Annual Accounting Statement

The Annual Accounting Statement for 2021/22 had been circulated with the agenda. A more detailed breakdown of income and expenditure for the year had also been circulated with a summary of funds carried over to 2022/23.

It was RESOLVED that the Annual Accounting Statement be approved and signed by the Chairman.

(e) Appointment of Internal Auditor

It was noted that FRAG had reviewed the internal audit arrangements at their last meeting and had recommended that Harry Strong be invited to continue as Internal Auditor.

It was RESOLVED that Harry Strong be appointed as Internal Auditor for 2022/23.

(f) Insurance

Last year the Parish Council agreed a three year long term arrangement with BHIB. The renewal premium quoted for 2022/23 was £1172.01 which included cover for the new seats and interpretation board purchased last year.

It was RESOLVED to renew the policy with BHIB for 2022/23.

(g) Bank Mandate

It was RESOLVED that cheque signatories for the coming year be Cllrs Sim, Argyle, Millington, Monaghan, Taylor & the Clerk.

(h) Monthly Financial Report

A summary of the accounts at 30 April 2022 was received and noted. The precept had been received in full and almost all allotment rents had been paid.

The notes of the meeting of the Finance & Risk Advisory Group on 16 May were also received. The group had reviewed the position at the end of the financial year. Income had been slightly higher than budget due mainly to the repayment of the grant from the Centenary Book Fund and donations for memorial seats. Expenditure was £10,000 under budget due to a delay in invoicing of play area repairs and the timing of work on the station car park extension project. The funds would be carried over to meet the costs which would now fall in 2022/23.

It was RESOLVED to authorise the transfer of £42,000 to the reserve account.

(i) Payments

It was RESOLVED that the following payments be approved:

- Chq 002845 CALC – course fees Total £15.00
- Chq 002846 P Argyle– reimbursement for printing costs & parking fee (Planning Panel meeting) Total £17.50
- Chq 002847 J Donaldson – Webex costs, printer ink, postage £662.03 + £4.17 VAT Total £32.59
- Chq 002848 J Donaldson – salary May Total £580.72
- Chq 002849 BHIB Ltd – insurance premium Total £1172.01
- Water Plus – water/wastewater to toilets (April/May) £138.03 (to be paid by direct debit)
- Thomas Milburn Property Ltd – toilet service May £583.33 + £116.67 Total £700.00 (SO)

The following payments made since last meeting were noted:

Npower – electricity to beach toilets £20.47 +£1.02 VAT Total £21.49 (paid by direct debit)

Water Plus – water/wastewater to toilets (Mar/April) £148.29 (paid by direct debit)

Answer 4-U – answering service £11.50 + £2.30 VAT Total £13.80 (paid by direct debit)

Chq 002845 Solway Direct – seats (2) £680 + £136.00 VAT Total £816.00

81/22 APPOINTMENT OF COMMITTEES/ADVISORY GROUPS & REPRESENTATIVES TO OUTSIDE BODIES

It was RESOLVED that the membership of committees and advisory groups for the coming year would be as follows:

Beach Committee	D Sim, P Argyle, C Robson, A Linton, A Kaldos & community reps
Allotment Committee	N Bettinson, A Linton, S Ritson & allotment holders
Traffic Calming Committee	D Millington, D Sim, J Mellor, H Monaghan, S Ritson & community reps
Village in Bloom	G Gilmour & community members
Planning Advisory Group	G Gilmour, P Argyle, H Monaghan & E Taylor
FRAG	D Sim, C Hale, E Taylor, A Kaldos
Beach Toilets	C Robson, N Bettinson, P Argyle, S Ritson
Cycle Track Project Group	D Sim, E Taylor + additional representatives yet to be appointed
Data Protection Working Group	G Gilmour & C Hale
Play Area Working Group	A Kaldos, G Gilmour, H Monaghan, A Linton, D Sim

It was further RESOLVED that the following representatives be appointed to outside bodies:

Adams Recreation Ground Committee	A Linton
Shepards & Whitehead Charity	N Bettinson, B Hewetson
Friends of the Priory	N Bettinson
West Copeland Partnership	G Gilmour
Village Hall Committee	J Mellor, C Hale
West Cumbria Sites Stakeholder Group	D Sim (deputies G Gilmour & E Taylor)

82/22 LEAD RESPONSIBILITIES

It was RESOLVED that lead responsibilities for 2021/22 would be as follows:

Nuclear Issues	G Gilmour & E Taylor
Commons	D Sim
Footpaths	C Hale
Web-site	D Sim
Priory Paddock	N Bettinson
Media relations	C Robson
Speedwatch co-ordinator	J Mellor
Play area inspection co-ordinator	S Burgess
Station car park extension/transport hub	E Taylor
Tree Planting	N Bettinson

83/22 COUNTY COUNCIL & HIGHWAYS MATTERS

Cllr Whiteside reported on a number of issues:-

- Highways officers had accepted the comments of the Parish Council on proposed changes to parking restrictions and had recommended to Local Committee that the time limit on parking on Main Street should be removed, the proposed changes on Finkle Street should be withdrawn and 'no parking at any time' restrictions should be introduced around the junction of Main St/Sea Mill Lane. The officers' recommendations had been accepted by the Local Committee and would now go forward to public consultation.
- A 6 week consultation was to take place on a proposed change in the age range for the Village School to cover ages 2 – 11.

- Highways officers had put forward proposals for new signage on Sea Mill Lane. However, councillors pointed out that the proposed signs would not address the problem and the signage needed to explicitly state the width of the road and the height of the low bridge. Cllr Whiteside agreed to discuss this further with Highways officers.
- Discussions were ongoing with CCC officers about ways of formalising the arrangement for the Outrigger play area to be sited on Village School land.
- The Valley Link cycle track project had been given high priority in the LCWIP. Cllr Whiteside agreed to set up a meeting between the CCC officer concerned and PC representative at an early date.
- Cllr Whiteside had met the Chairman of the Adams Recreation Ground Committee to discuss what additional facilities might be provided and had provided information on funding sources available.
- Cllr Whiteside had passed on the invitation to Trudy Harrison MP to attend the Jubilee well-being walk. He would endeavour to find out whether she was able to attend.
- There was no further information on the background to the problem with school transport last month when pupils in St Bees were left with no transport to Egremont.
- The government decision on the application for the new mine was expected shortly.
- CCC had received additional funding for highways work and in Copeland the funding would be used to fund an additional team to work on minor repairs.
- Cllr Whiteside agreed to follow up the suggestion of creating an opening in the wall on Beach Road to provide a safer route for pedestrians crossing to/from the footpath to the Beach estate.

It was noted that the idea of delaying the cutting of the verge alongside the wall on Beach Road to allow wildflowers to colonise had been discussed with CCC officers. They had no objection in principle if this was confined to the area alongside the wall and were happy to meet Parish Council representatives on site for further discussions.

84/22 COPELAND BOROUGH COUNCIL MATTERS

As he was unable to attend the meeting, Cllr Hailes had sent a written report:-

- He had taken up the issue of difficulties experienced by those with limited mobility who were unable to use the small ramp from the beach and, when the tide was coming in, were unable to reach the lifeboat ramp to get back to the promenade. Despite several emails he had not yet received a response.
- There was no further news on when the bird-proof bins would be introduced at the beach.
- CBC staff would be holding a roadshow in the Village Hall on Wed 25 May to explain the new recycling arrangements to be introduced in the autumn.
- Concerns had been expressed by some residents about the pressure on parking when the new properties on Lonsdale Terrace were occupied. The properties would have off-street parking but there were concerns about overflow and visitor parking on Finkle Street.

It was noted that the light on the footpath from Beach Rd to the Beach estate had been inspected by CCC engineers who had decided it was unsafe and had removed it completely. Current CBC policy was not to replace footway lights unless the Parish Council or a third party agreed to meet the full costs of replacing the light including its ongoing running and maintenance costs.

It was RESOLVED not to accept responsibility for replacing the light, as it was unclear what the policy of the new Cumberland Council would be and accepting responsibility would set a precedent for the other 50+ footway lights in the parish.

85/22 PLATINUM JUBILEE

The Working Group outlined plans for the various events to take place to mark the Platinum Jubilee. The Clerk was following up the road closure application submitted some weeks ago to allow the street party to take place on Cross Hill on Sunday 5 June. Donations had been received from Asda and the Seagalls to help with the costs and a number of residents had offered contributions of food. The area would be decorated with bunting and there would be activities for children. The new seats for the walk from Wood Lane to Abbey Wood had now arrived and arrangements were being made to install them.

Volunteers were still required to help with the children's walk to Fleswick Bay on Tuesday 31 May and the evening walk to Nethertown on Thursday 2 June. A Beach Clean had also been arranged for 3 June. An exhibition to mark the seven decades of the Queen's reign would be taking place at the Priory throughout Jubilee week together with a display of photographs of village events in past years. Posters giving full details of all the events were on display in various parts of the village and via the Facebook page.

86/22 PROJECT REPORTS

(a) Beach & Play Area

The work to refurbish the disabled toilet was almost complete with only some painting outstanding. The appearance was much improved. It was hoped to progress plans to replace the urinal in the gents toilet shortly.

The next Beach Clean would take place on Friday 3 June. It was proposed that participants should be offered a free tea/coffee from the beach café afterwards with the costs being met by the Parish Council. This could be done as a trial and, if successful, could be extended to other organised beach cleans. It was RESOLVED to go ahead with the trial and to set aside a budget of £100.

(b) Upgrading of Outrigger Play Area

The written report from Cllr Kaldos was received and noted. The meeting with Copeland Community Fund had been useful in identifying potential funding sources but it was clear that a lease or other agreement to site the equipment on land at the Village School would be an essential prerequisite to grant applications.

(c) Station car park extension/transport hub

There was no progress to report.

(d) Valley Link Cycle Track

There was no progress to report.

(e) Priory Paddock/Rewilding Project

Work was continuing at Priory Paddock.

There had been some interest in the village in creating a small wildflower area on the verge alongside the wall on Beach Road. Discussions were taking place with CCC about delaying the cutting of this section of verge. It appeared that at some point the verge had been treated with selective weedkillers. It was unclear who was responsible for this but enquiries would be made of CCC and CBC to ensure that this did not happen again. Cllr Bettinson was willing to offer advice if volunteers were willing to resow the verge with appropriate seeds.

(f) Interpretation Boards

The new interpretation board funded by the Welcome Back fund had been installed in Stonehouse Garden and was attracting much attention. Two boards were being designed for the beach shelter, highlighting the Heritage Coast and providing mapping of the bay and points of interest. Cllr Ritson volunteered to take down the existing signs and repaint the beach shelter ready for the new signs. It was also planned to have an interpretation board located at the Priory similar to the board in Stonehouse Garden but giving more details of the church and School.

It was RESOLVED to purchase the new signs at a cost not exceeding £500.

87/22 FOOTPATHS

The report by Cllr Hale was received and noted. The gate at the Coach Rd end of the Dandy Walk had been replaced but the spring was not strong enough to ensure that the gate closed properly to prevent stock getting on to the road. The Footpath group would ensure that remedial action was taken.

It was suggested that signs should be put at both ends of the Dandy Walk to point out that dogs should not be allowed to run free and foul the playing fields. It was agreed to consult St Bees School and, if they were in agreement, suitable signage would be designed.

88/22 REPORTS FROM MEETINGS WITH OUTSIDE BODIES

Cllr Taylor gave a brief report on the meeting of the West Cumbria Sites Stakeholder Group. Cllr Linton explained that discussions were taking place with the Chairman of the Adams Recreation Ground Committee about how they might be able to help with some of the facilities which young people in the village were requesting.

89/22 CLERK'S REPORT

The Clerk's report on ongoing matters was received and noted.

90/22 PLANNING

Cllr Minshaw left the meeting at this point.

(a) New Applications

The Planning Advisory Group reported on several new applications received for comment:

- 4/22/2186/TPO Removal of walnut tree within the conservation area
Glebe Cottage, St Bees

It was RESOLVED that there was no objection to this application if the tree was posing a danger to property.

- 4/22/2205/0F1 Demolition of existing conservatory & construction of new single storey extension to rear: construction of new single storey extension to south: new raised patio & altering of ground level to provide access to patio from kitchen & bedroom 3
Torpoint, Egremont Road, St Bees

It was RESOLVED that there were no objections to this application.

- 4/22/2206/0L1 Listed building consent for replacement of aluminium windows on front elevation with timber sliding sash windows: replace existing aluminium front door with timber door; replace existing aluminium windows (excl stained glass window to rear elevation) to rear & side with upvc windows: replace existing upvc rainwater goods with cast iron & cast iron gutters and downpipes: replace existing cement/stone dash render to sides & rear elevation with like for like.

Ghyll Farm, Egremont

It was RESOLVED that there were no objections to this application.

Cllr Ritson withdrew from the meeting during discussion of the following application:

- 4/22/2199/0F1 Retrospective application for rear step, gravel access route & 1.8m high boundary fence (no gates)
4 Richmond Crescent, St Bees

It was noted that concerns had been put forward by residents of nearby properties but that rights of access over private land were not within the remit of the planning regulations.

It was RESOLVED that a response be sent to CBC noting the concerns put forward by residents of adjacent properties and expressing the hope that a solution could be found which would meet planning & building regulations requirements and also allay the concerns of residents.

(b) Other Planning Matters

Cllr Argyle reported on the site visit by the Planning Panel to Nethertown Rd on 18 May and the discussions at the Panel meeting later in the day. The Planning Panel had approved both the outline application for two further dwellings and the reserved matters application for the three properties originally approved. The site meeting and Panel meeting were poorly attended and both applications had been approved by a narrow margin. A number of conditions were attached to the approvals including requirements for approval of draining plans and a traffic management plan during the construction phase.

(c) Applications approved by CBC

- 4/22/2141/0F1 Single storey side extension – 7 Seacote Gardens

- 4/22/2131/0F1 Demolition of existing single storey extension, erection of two storey extension to rear, erection of detached store, alterations to front elevation – 1 -2 Peck Mill

91/22 CORRESPONDENCE

- (a) The Environment Agency had announced that it would be launching a consultation over the summer on draft permits for Sizewell C. Noted.
- (b) CALC had forwarded an update on the Homes for Ukraine Project & Together with Refugees Forum. There were 27 sponsors in Copeland who were going through the process of being able to house refugees from Ukraine. Noted.
- (c) Cumbria Police were taking part in a national campaign to offer an amnesty to people handing in knives and firearms from 12 – 29 May. Articles could be handed in at Whitehaven Police Station (firearms should be handed in between 9am – 1pm). Noted.
- (d) CALC had circulated its newsletter for April – May. Copies had been forwarded to councillors.
- (e) An email had been received from a Year 9 student at Whitehaven Academy who had joined in the regular beach cleans. She had asked that her thanks be passed on to Cllr Linton for all her encouragement & help, including agreeing to be her assessor for the Duke of Edinburgh Award scheme. A reply had been sent by the Clerk.
- (f) An email had been received from a local resident asking whether some signage could be provided to ask visitors to keep dogs on lead until reaching the beach at Sea Mill and also to prevent parking in the turning circle near the bottom of the lane. Noted.
- (g) Information had been received from CCC on changes to the timetable for Hoban’s HB01 service from Seascale – Egremont – St Bees – Whitehaven. The service was being reduced in view of the increased fuel costs. CCC had been asked to supply posters for the noticeboards and web-site.

ITEMS FOR INFORMATION

- NALC Chief Executive’s Weekly Bulletins
- Northern Gas Stakeholder Updates
- Rural Services Network – weekly bulletins
- Trudy Harrison MP – Newsletter
- Cumbria Police bulletin Egremont, Cleator Moor & Rural
- LGR Programme Board Updates
- Open Spaces Update April

93/22 ITEMS FOR INFORMATION /FUTURE AGENDA

- (a) The First Responders would be providing free first aid training on Monday 27th 7-9pm in New College Hall.
- (b) It was noted that there had been reports of some anti-social behaviour in the village. Anyone witnessing an incident was asked to inform the local police.
- (c) The regular talks at the Priory on Friday afternoons would not take place during the Jubilee celebrations.

94/22 DATE & TIME OF NEXT MEETING

The calendar of meetings for the coming year was received.
 It was RESOLVED that the next meeting take place on Monday 20 June at 6.30pm in the Village Hall.

Signed.....

Date.....