**Askham and Helton Parish Council**

**Meeting:** Parish Council Meeting **Date:** Thursday, 30th May 2024

**Venue:** Askham and District Community Centre

**Present:** Laura Harker (LH), Chris Whittaker (CW), Mary Westgarth (MW),

Sophie Riches (SR), Malcolm Holt (MH)

**Apologies:** John Banks (JB). Gary Calland (GC)

**In Attendance:** Sandie Watson (Clerk/RFO)

**Members of Public:** 1

**Minutes**

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| 308.1  Election of Chairman | LH was proposed by CW and MH  LH signed the Acceptance of Office. |  |
| 309.2  Election of Vice-Chairman | MH proposed by CW and LH  MH signed the Acceptance of Office. |  |
| 310.3  Representation of Roles | GC Highways and LDNPA  MH Village Management  CW 20mph Speed Limit Project  SR Emergency Planning  MW The Monty |  |
| 311.4  Apologies | GC – Holiday, JB - Holiday  Resolved that the apologies be accepted and the reasons recorded. |  |
| 312.5  Declarations of Interest | i. Register of Members Interests: Councillors are reminded of the need to update their Register of Interests.  ii. Personal/Prejudicial Interests. None received.  iii. Dispensation Requests. None received. | **ALL** |
| 313.6  Minutes | Resolved that the minutes from the Parish Council Meeting on 28th March 2024 were accepted as a true record and signed by the Chairman. |  |
| 314.7  Public Participation/  Open Session | No comments received. |  |
| 315.8  Outcomes of Actions of last meeting | **Emergency Plan** – The Emergency Plan has been circulated.  **20mph application** – Askham has been selected by W&FC to have the 20mph speed review.  Road works have been completed on the Yanwath Road. |  |
| 316.9  External Meetings | CW reported back from the 20mph meeting. W&FC will conduct a public consultation in September 2024. |  |
| 317.10  King’s Portrait | The King’s portrait was presented to the Community Hall committee. |  |
| 318.11  Insurance Renewal | Resolved to renew. The Clerk will circulate the Asset Register to the Council to confirm all items are correctly listed. | **All** |
| 319.12  Potholes Askham Fell | The potholes have been reported and repaired. |  |
| 320.13  Permissive Footpath from Tirril to Askham | No response received. SW to send reminder email. | **SW** |
| 321.14  D Day 80- Event | The Community Hall are not organising an event. |  |
| 322.15  Seat around the tree at bus stop | CW reported the seat had deteriorated and needed to be replaced. Following discussion the Council considered a budget of £600-£800 to replace the bespoke bench which will need to be made to fit the tree. CW and MH to action. | **MH & CW** |
| 323.16  Planning Applications | **Applications:**  **T/2024/0057 Punch Bowl Inn, Askham, Penrith CA10 2PF**  Weeping Willow (Salix babylonica) – reduction by approximately 4 metres of the major branch growing to the south in the direction of the pub. This reduction would be to a clear branch union approximately 4 meters from the tip of the branch. **Ratified No Objection.**  **7/2024/3022 Scalegate, Heltondale, Penrith, CA10 2QL**  Remove condition 2 (Local Occupancy) on planning permission 7/2006/3148 – Re-instatement of existing farmhouse and conversion of outbuildings into additional living accommodation.  **Ratified No Objection.** To be noted Cllr Westgarth objected to the application.  **7/2024/3034 Townhead Farm, Askham, Penrith CA10 2PG**  Erection of covered yard structure. **No provision for consultation. Noted.**  **T/2024/0066 Prospect House, Helton, Penrith CA10 2QA**  Lawson Cyprus (1&3)– reduce by up to 4 metres; Scot’s Pine (2,5,6,7,8) – reduce by up to 4 metres; Cherry (4) – reduce by 2-3 metres; Larch (9,10) (9) removal of remaining trunk and (10) removal; Austrian Pine (11) – removal of overhanging branches.  **Ratified No Objection.**  **T/2024/0067. Firbank, Helton, Penrith CA10 2QA**  Removal of a Hawthorn Tree. **Ratified No Objection.**  **7/2024/3050 Low Moss, Helton, Penrith, CA10 2QA**  Proposed alterations and extension – variation of condition 2 (plans) of planning permission 7/2023/3072 with the introduction of solar panels to west elevation, additional window to north elevation and substation of Westmorland slates for Welsh slates. **Resolved no objection** to solar panels and window but **resolved objection** to substitution of slates so roof would be in keeping with surrounding buildings.  **7/2024/3055 Land southeast of Holywell House, Helton, Penrith CA10 2QA**  Agricultural shed for the storage of crops and machinery. **No provision for consultation. Noted.**  **7/2023/3190 Lowther Castle and Gardens, Old Walled Garden, Lowther**  Construction of paths. **Pending response from LDNPA.**  **T/2024/0050 Castle Villa, Helton, CA10 2QA**  T1 Mature Lime – crown thin by a maximum of 30%. T2 – Mature Sycamore – crown thin by a maximum of 30%. T3 – Mature Redwood – crown thin by a maximum of 10%. T4 – Yew – crown reduce by 1 metre all around to improve shape. **No Objection.**  **7/2023/3190 Lowther Castle and Gardens, Old Walled Garden, Lowther**  Construction of paths  **Resolved no objection**  **T/2024/005 Castle Villa, Helton, CA10 2QA**  T1 Mature Lime – crown thin by a maximum of 30%. T2 Mature Sycamore – crown thin by a maximum of 30%. T3 Mature Redwood – crown thin by a maximum 10%. T4 Yew – crown reduce by 1 metre all around to improve shape.  **Resolved no objection** | **SW** |
| 324.17  Financial Report | Resolved: The Clerk circulated the budget and bank reconciliation. Closing balance on 30 April 2024 £13,095.32.  The Council reviewed and accepted the transactions and budget 2024/25 updates.  Resolved, the Council instructed the Clerk to create a new bank mandate to remove previous signatories and administer the bank account. Ensure that all correspondence should go to the Clerk’s address. The Council authorised the Clerk to make these amendments. |  |
| 325.18  Audit of Accounts | i Received and noted The Annual Internal Audit Report  ii Approved, The Annual Governance Statement  iii Approved, The Accounting Statements  iv Approved, The Certificate of Exemption  v The Clerk set the commencement date for the exercise of public rights 3rd June 2024 to 12th July 2024  vi Resolved; appointed an Internal Auditor for 2024/25  vii Confirmed bank signatories LH, MH, MW and SW  viii Authorised, direct debits and standing orders |  |
| 326.19  Payments of Account | Resolved. The Council approved for payment:  Clerk’s wages/expenses £636.48, CPSL £34.80, Insurance £367.65, SLCC £47.00, C Leece £40, Office Supplies £27.06, CALC £175.75, Holt £63 mower fuel. | **SW** |
| 327.20  Correspondence | New Financial Regulations to be circulated.  Updated version of The Good Councillor is available online. |  |
| 328.21  Items for agenda and dates of next meetings | Parish Council Meetings:  Thursday, 25th July 2024  Thursday, 26th September 2024  Thursday, 28th November 2024  All meetings held at 7.00pm at Askham and District Community Centre. | **SW** |

**Meeting closed 21.12pm**