

Tatham Parish Council

Minutes of the parish council meeting held on Tuesday 19th January 2021 at 7.30pm via Zoom

Present:

Cllr Harrison (Chair), Cllr Osborne, Cllr Taylor, Cllr Wilson, Cllr Stone, Cllr Ray, Mr Hunter (Clerk) and 3 members of the public.

21/01 - Apologies for absence.

- Cllr Deller

21/02 - Declarations of interest and dispensations.

None

21/03 - Public Time

No issues were raised.

21/04 - Minutes of the meeting held on Tuesday 17th November 2020.

The minutes were approved and signed by the chair.

21/05 – Community Emergency Plan (CEP)

Mark Bartlett, Civil Contingencies Officer at Lancaster City Council, explained the background to, and benefits of, local communities developing a Community Emergency Plan (CEP) along with the support that is available within the District. Although a CEP doesn't have to be developed or led by the Parish Council it is important that the Parish Council support and adopt the CEP in order to be able to provide insurance cover for any CEP related activities. Richard Gargini, CEP Coordinator for Wennington, further explained the practical benefits that having a CEP has had for the neighbouring village of Wennington. It was noted that CEPs are not restricted to the Parish Council boundary. In fact, the Wennington CEP already encompasses a number of properties that lie within the Parish of (Lower) Tatham. Furthermore, a Tatham parishioner is already actively involved, as a member of the CEP Steering Group member, in the Wennington CEP.

The Parish Council acknowledged that CEPs are undoubtedly a good idea, however, the fact that Tatham is such a wide spread community with, for example, Lower Tatham facing very different issues/needs in comparison to the people/properties located high on the fells, it was felt that a 'one size fits all' approach wouldn't really work.

It was **resolved** to:

1. Fully support the current Wennington CEP in terms of the inclusion of Lower Tatham and, through the Tatham Parishioner already involved with the Wennington CEP Steering Group, provide the necessary support and resources that may be required.
 - a. Cllr Harrison will liaise with the Tatham Parishioner to formalise this.
2. Endeavour to find a Tatham Parishioner who is interested and willing to take a lead on further developing the Wennington CEP to include Higher Tatham.

21/06 – Public Services Contact Details

The proposal to publish, on the Parish Council website and on the Parish Notice Boards, the contact details for all the various public services (e.g. Planning, Highways, Environment Agency, Utilities, etc.) was considered. It was **resolved** to support this proposal.

21/07 – Planning Applications

- **1 Station Cottages, Wennington Road, Tatham (21/0007/TCA).**
 - It was **resolved** to support this application.

21/08 – Reviewing Planning Applications

The Parish Council considered the development of a procedural document setting out the ‘material planning considerations’ against which all planning applications will be reviewed. However, since there is already a nationally recognised list of material planning considerations and the Parish Council is merely a consultee, rather than a decision maker, in the planning process there is no need for the Parish Council to develop its own procedural document. The Parish Council website already explains how planning applications are dealt with and it was **resolved** that the website be updated to include a web link to the nationally agreed list of material planning considerations.

21/09 – Traditional/Ancient Buildings (e.g. Out Barns)

The Parish Council considered the request, from the Forest of Bowland AONB and the Society for the Protection of Ancient Buildings (SPAB), to support and promote an online meeting scheduled for Tuesday 2nd March 2021 aimed at sharing ideas and tips for how these ancient buildings can be restored and maintained. It was **resolved** to fully support this meeting and initiative. Further details of the online meeting will be published on the website, in the Wrayly Mail and circulated to other community groups via the councillors.

21/10 – Footpaths (County Council – Local Delivery Scheme)

The Parish Council applied to participate in the County Council’s (2020-21) Local Delivery Scheme. The successful acceptance of our application resulted in a grant of £500 to be used for the repair/maintenance of public footpaths within the Parish. Cllr Wilson has already begun listing all the stiles, gates and paths that require attention. It was **resolved** that Cllr Wilson would develop a prioritised list of required repairs/maintenance for consideration at the March 2021 meeting. It was noted that unspent monies from the 2020-21 grant can be carried over to the next financial year.

21/11 – Lengths man Contract

It was **resolved** to again engage the services of Cath Halstead for the 2021 Lengths man duties.

21/12 – Road Sweeping

It was noted that the roads within the Parish appear not to have been swept for some considerable time. This has resulted in the verges now creeping into, and narrowing, many of the roads. It is also causing a number of the drains and gullies to become blocked. It was **resolved** that the Clerk would contact the City Council to:

1. Request the roads be swept at the earliest opportunity.
2. Establish how frequently the City Council ought to sweep the roads.

21/13 – Parish Notice Boards

The Parish has 3 Notice Boards located in Lowgill, Millhouses and at the Bridge Inn. The Lowgill notice board is in good order, the one at the Bridge Inn is open to the elements (i.e. uncovered) and the one at Millhouses is in need of repair. It was **resolved** to stop using the notice board at the Bridge Inn and to obtain quote for repairing the one at Millhouses.

21/14 – Parish Council Logo

The proposal to develop a Parish Council Logo was considered. It was **resolved** that all design suggestions and/or ideas should be forwarded to Cllr Harrison. This issue will be further discussed at the March 2021 meeting.

21/15 – 2021-2022 Budget and Precept

The Budget for the next financial year (2021-2022) was discussed and agreed. It was **resolved** that the budget and Precept will be the same as last year (i.e. £6,075.00). The Clerk will complete the necessary paperwork and notify Lancaster City Council.

21/16 – Accounts and Finance

It was **resolved** to make the following payments:

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| • Clerk (December 20 & January 21 Salary). | (Chq 569) | £200.00 |
| • LALC (Councillor/Clerk Training) | (Chq 570) | £125.00 |

The Clerk presented the financial position & budget statement as at 19th January 21. It was **resolved** to approve the current budget position.

21/17 – COVID-19

It was **noted** that the Clerk continues to participate in fortnightly (online) meetings with Lancaster City Council to ensure that any parishioners who may be vulnerable and/or in need of assistance are receiving the necessary support

21/18 – Standing Orders

It was **noted** that the Clerk has reviewed the Standing Orders, following the resolution to disband the Planning Committee, and no update or amendments are necessary.

21/19 - Reports and correspondence

- **Lancaster City Council**
 - The Planning Policy (Local Plan) Consultation.
 - The Parish Council response has been sent and acknowledged.
 - Proposed New Unitary Authority.
 - The Parish Council response, supporting this bid, has been sent and acknowledged.
- **Local Electricity Bill**
 - The Parish Council response, supporting this Bill, has been sent and acknowledged.
- **Highways**
 - The outstanding issues related to (1) Knott Hill Lane and (2) the Passing Place at Wray have again been raised and acknowledged. They will be dealt with as soon as capacity permits.
 - The lack of road markings on the B6480 on the Western approach to Wennington has been reported and acknowledged.
- **Communications**
 - Cllr Stone reported the number of subscribers to the Parish Council Newsletter had increased from 10 to 24 since the last meeting.
- **Lune Valley Greenway**
 - The Parish Council noted the written update previously circulated by Cllr Wilson. This is a large and complex project and, therefore, progress is quite slow.
- **Footpaths**
 - Cllr Wilson reported that as a result of the Local Delivery Scheme he had now established an effective communication link with a member of the Public Rights of Way (PROW) Team at the County Council.
- **Health & Welfare**
 - Cllr Osborne continues to attend the Lancaster East Integrated Care Community Meetings. The COVID-19 pandemic is currently occupying a significant amount of time and resource and, therefore, progress on other issues is somewhat limited. Cllr Osborne will continue to attend and represent the Parish.

21/20 - Date and Time of next meeting

- Tuesday 16th March 2021, 7.30pm via Zoom.

The meeting closed at 9.40pm

Signed: Chairman	Date:
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