

## Eden Association of Local Councils

### ANNUAL GENERAL MEETING 2018

Minutes of the Annual General Meeting of the Eden Association of Local Councils held on Thursday 8<sup>th</sup> November 2018 at 7.00pm in the Community Room Fire & Rescue Headquarters, Penrith.

Present:

<b>Name</b>	<b>Parish Council</b>
Sue Castle-Clarke	Acting Chair EALC & Ousby PC
Jane Tea	Kirkoswald PC
Nigel Longworth	Ousby PC
Ailsa McKenie	Brough PC
Pat Jones	Brough PC
Andrew Bedford	Brough PC
Nick Lindwall	Shap PC
Meg Hancock	Newby Parish Meeting
Phil Hancock	Morland PC
Gareth Hayes	Appleby TC
Holly Ho	Alston PC
David Graham	Crosby Ravensworth PC
Sarah Harden	Brougham PC
Chris Jones	Ousby PC
Dave Williams	Brough Sowerby

In attendance Sonia Hutchinson (Parish Development Officer).

## **Part 1**

Sue Castle-Clarke (Acting Chair) welcomed all those present to the EALC AGM 2018 and introduced the guest speaker Aftab Khan (AK), Development Officer, AWAZ who gave a presentation on “How to combat isolation in rural villages”. The key points covered were: -

- AWAZ Cumbria – Who are we?
- Understanding BME People and Communities in Cumbria
- Community Engagement – Minding the gap
- Understanding Isolation and how to Overcome it?
- Fellside Freiraum (Free Space) in Ousby – An Example
- What Next?

Slides of the presentation will be circulated with the minutes.

## **Part 2**

### **1. Apologies**

Apologies had been received from

Elaine Martin Heskett PC  
Bampton and Askham Parish Councils  
Bolton Parish Council  
Brough Sowerby Parish Meeting  
Penrith Town Council  
Ainstable Parish Council

### **2. Minutes of the last AGM held on 15<sup>th</sup> November 2017**

The minutes were agreed as a correct record.

### **3. Matters Arising**

Sue Castle-Clarke explained that the only matter arising from the previous meeting was that of raising awareness. Sue went on to say that during the last 12 months EALC have had a number of meetings with Eden District Council and Cumbria County Council to make them aware of the views of the local councils within Eden District. As a result two informal workshops have been held based on two way dialogue with the principal authorities.

#### 4. Chairman's Report

Sue Castle – Clarke read out the Chairman's report which was circulated with the agenda.

The 2017/18 year has been one of constructive, positive changes, with new officers for Eden Association of Local Councils introducing interactive workshops and update events on topical issues for the Clerks' Forum

At the 2017 AGM, a new team was elected comprising David Huxley as Chairperson, Sue Castle-Clarke as Vice-Chairperson and Sonia Hutchinson as Parish Liaison Officer. Following David Huxley's resignation, in April 2018 members unanimously agreed that Sue Castle-Clarke should take on the chairperson's role for the remainder of the year.

Eden Association of Local Councils has provided 53 town and parish councils and 19 parish meetings within Eden the opportunity to rub shoulders, compare notes and share ideas through interactive workshops with Eden District Council and Cumbria County Council.

The workshops have enabled Eden's parishes to collectively state their views about the places where people live and how residents value their quality of life in local communities in relation to:

- Devolution of Eden District Council's assets and services, in particular the option to transfer footway lighting to individual parishes
- Cumbria County Council's initiatives for 'Stronger Communities' (good neighbours scheme, social eating activities and development of parish websites)
- Eden District Council's support for 'Sustainable Communities' (community-led housing, Eden Local Plan 2014-2032 and protection of community assets through a 'right to bid' registration)

Clerks are the backbone of every parish council. Their continuous professional development has been supported through Clerks' Forum update events on new requirements for audit and administrative arrangements for general data protection regulations.

I would like to thank our previous Chairperson, David Huxley, our Parish Liaison Officer, Sonia Hutchinson and colleagues at Cumbria Association of Local Councils, Eden District Council and Cumbria County Councils for all their help and support in making possible the success of the past year.

I also wish to thank Eden's parish councils, parish meetings and clerks for their time and participation at our workshops and encourage you to continue having your say in the shaping the future of our communities.

## **5. Election of Officers**

Sue Castle-Clarke, Ousby PC was nominated and duly elected as Chairman and Jane Tea, Kirkoswald PC was nominated and duly elected as Vice-Chairman.

## **6. Election of Representatives to the CALC Executive**

Sue Castle-Clarke , Ousby PC and Jane Tea, Kirkoswald PC were elected as the representatives on the CALC Executive Committee.

## **7. Working Together Project – Sonia Hutchinson**

Sonia Hutchinson provided an update on the Highways Working together Project outlining the refreshed approach that Highways would like to take regarding Highways maintenance.

The Working Together Programme has been developed to allow for a refreshed approach to be implemented between third party organisations and highways maintenance activities.

This approach has come about due to:-

Existing arrangements that were in place were significantly varying in quality from one to another.

There were very few written agreements in place and of these the standard was poor.

There were significant liabilities to all involved.

The refreshed approach will enable:-

- The mitigation of existing safety liabilities.
- Parish/Town Councils to have the ability to select from a defined list of activities to allow for their individual needs to be met.
- Communities to have the opportunity to self-help and contribute towards improving their local community.
- Safe working in an authorised, well-managed and co-ordinated manner.

The options which will become available are:-

- Annual Lengthsman Agreement – This will allow Parish/Town Councils to appoint an authorised appointed person, with governance and support from Cumbria County Council to account that necessary control measures are in place and all the credentials required to undertake the approved authorised risk managed activities have been provided.
- Organised volunteer days – This will enable communities the opportunity to work towards their on-going desire to self-help by taking part in an organised volunteer days by undertaking authorised low risk activities, with Cumbria County Councils support and supervision.

There are a multitude of activities which can take place on the highway, all ranging in different levels of risk and complexity. All these factors, including the location of the activity will be assessed to determine the risk level of the activity.

The type of activities Highways will be looking to allow to be undertaken under the volunteer days would be low risk activities e.g. litter picking and weeding. The type of activities we will be looking to allow to be undertaken under the Annual Lengthsman Agreement would be low-medium risk activities e.g. signage cleaning and leaf clearance.

Work has now begun to start to develop these agreements, including all the various supporting documentation to go alongside, which will need input from a multitude of resources.

A webpage has been launched which will allow individuals the ability to access the most up to date information on the current status of the project. Cumbria Association of Local Councils (CALC) has also provided this web address to their parish/town contacts.

[www.cumbria.gov.uk/yourcommunitysupport/workingtogether.asp](http://www.cumbria.gov.uk/yourcommunitysupport/workingtogether.asp)

## **8. Informal Discussion on topics of interest for Workshops in 2019**

A discussion took place on the topics councils would like to see EALC address during the next 12 months. The key subjects were: -

- Appleby Horse Fair;
- The Local Plan – councillors who had attended the workshop which included a presentation on the Local Plan had been impressed by Kevin Hutchinson's approach and wanted another opportunity to complete the quiz that he had led at the workshop;
- Memorial Land, Open Spaces;
- The Management of Trees and insurance for liability;
- How can parish councils support each other with issues?
- Land ownership;
- Alternative solutions for transport such as the Fell Runner initiative;
- The insurance of assets and buildings.

## **9. Any Other Business**

There was no other business and Sue Castle-Clarke thanked everyone for attending.