

## Eden Association of Local Councils

### ANNUAL GENERAL MEETING 2021

Minutes of the Annual General Meeting of the Eden Association of Local Councils held on Wednesday 14th July at virtually on Microsoft Teams at 7.00pm.

Present:

<b>Name</b>	<b>Parish Council</b>
Sue Castle-Clarke	Chair EALC & Ousby PC
Jane Tea	Vice Chair EALC & Kirkoswald PC
Valerie Bowen	Penrith TC
Andy Connell	Appleby TC
Jonathan Davies	Penrith TC
Judith Derbyshire	Dacre PC
Philip Farrell	Temple Sowerby PC
Meg Hancock	Newby PM
Phil Hancock	Morland PC
Sarah Harden	Brougham PC
Holly Ho	Alston PC
John McDarren	Murton PC
Gordon Nicholson	Lazonby PC
Martin Stephenson	Appleby TC
Caryl Varty	Temple Sowerby PC

In attendance Sonia Hutchinson (Parish Development Officer)

Sue Castle-Clarke, Chair welcomed all those present to the EALC AGM 2021 and explained that Part 1 of the agenda would be the formal business of the AGM followed in Part 2 by two presentations one from CCC Highways, Information and Management System (HIAMS) project team Kevin Cosgrove, Barry Alcock, Craig Barker and Nicola Wood regarding the re-launch of HIAMS and one from Rea

Psillidou from Eden District Council regarding the consultation on the partial review of the Eden Local Plan.

## **Part 1**

### **1. Apologies**

Apologies had been received from

Brough PC -Andrew Bedford

Brough PC - Pat Jones

Brough PC - Ailsa McKenzie

Matterdale PC - David Brown

Skelton PC Bob - Towers

Temple Sowerby PC - Lisa Robinson

Yanwath and Eamont Bridge PC - Jackie Murray

### **2. Minutes of the last AGM held on 9<sup>th</sup> July 2020**

The minutes were agreed as a correct record.

### **3. Matters Arising**

As there were no matters arising Sue Castle-Clarke asked if anyone had any ideas for a workshop or any matters they would like to see discussed through a Clerk Forum to email Sonia and let her know.

The following suggestions for possible workshops were picked up through the meeting chat: -

Jonathan Davies - looking at clustering of parish councils post LGR

Judith Derbyshire - another session on tree safety, highlighting the most recent advice about dealing with ash trees affected, especially those in high-risk areas such as near roads or playgrounds.

### **4. Chairman's Report**

Sue Castle-Clarke read out the Chairman's report as outlined below: -

#### Summary

In spite of the Covid-19 restrictions extending throughout 2020/21, a busy programme of interactive virtual forum events has been delivered that has helped councillors and clerks stay in touch and remain up-to-speed on important legislative and lockdown issues.

## District officers

At the July 2020 AGM, a district officer team was elected comprising Sue Castle-Clarke as Chairperson, Jane Tea as Vice-Chairperson and Sonia Hutchinson as Parish Support Officer. Sue and Jane were also elected as Eden representatives at the CALC Executive meetings.

## Interactive virtual forum events

During 2020/21, Covid-19 lockdown restrictions dramatically changed how Eden Association of Local Councils could go about its activities, with all meetings held virtually. Nonetheless a busy programme of 10 forum events was delivered comprising:

- September 2020 - *'Dark Skies'* with Friends of the Lake District project officer
- October 2020 - *'Nature recovery in climate change'* with Cumbria Local Nature Partnership
- December 2020 – *'Are your jeans getting tight?'* with Active Cumbria and the Womens' Institute
- March 2021 – *'Local Government Reorganisation'* – Information on the four proposals submitted to Westminster by Cumbria's principal authorities
- March 2021 – *'Local Government Reorganisation'* follow-up discussion event
- April 2021 – *'Hanging around the house with nothing to do?'* with Cumbria Community Learning and Skills team, including a mindfulness taster session.
- May 2021 - *'Are you on the right track?'* with CCC Rights of Way senior officer
- June 2021 - *'Greening Eden, Community by Community'* with Terena Plowright and EDC
- June 2021 – *'One front door'* launch and demonstration of CCC Highways new reporting system
- July 2021 – *'EDC Local Plan 2014-2032 partial review'* briefing session for 6-week consultation

## Clerks' support

Clerks are the backbone of every parish council. Their continuous professional development has been supported by Sonia, our Parish Support Officer, through various 1:1 coaching sessions for new and experienced clerks throughout the district. Sonia has also continued to attend resilience meetings throughout the year and share the latest guidance with Eden's parishes.

I would like to thank our Vice-Chairperson, Jane Tea, 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 this challenging year.

I also wish to thank Eden's town and parish councils, parish meetings and clerks for their time and participation at our forum events and encourage you to continue

having your say in shaping the future of our communities, as we fully emerge from the Covid-19 restrictions and establish a new and different way forward.

## **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.

Sue Castle-Clarke closed the business section of the AGM and asked Kevin Cosgrove and his team to give their presentation on HIAMS.

### **Part 2**

Kevin and his team covered the following points in his presentation:

- Why the system has been re-launched and the continuous improvement programme that Highways have in place.
- Why the launch on the 29<sup>th</sup> June was a quiet launch which will lead to wider promotion of the system when website user testing is completed this is provisionally expected in late summer.
- A new system, a new team and new service standards.
- An improved way to report a location, What3words is available on the customer form and is the most accurate way to provide a location in addition there is now the facility to upload multiple photos on the customer form if necessary.
- The one front door approach which will reduce the number of reports that Officers are managing on behalf of customers and improve the customer experience through consistency.
- The benefits of the one front door approach
- A breakdown of the requests for service using the one front door approach
- The listening continues, the project team and wider service will continue to review the feedback from key stakeholders.
- The next steps.
- The importance of parish councillor feedback, the Ask Kevin Inbox ([askkevin@cumbria.gov.uk](mailto:askkevin@cumbria.gov.uk)) is available for anyone to provide immediate feedback and any concerns directly to the project team

Several councillors asked if it would be possible to have the option of using a grid reference to identify a location. Craig Barker from the Digital Team said in the chat that "Addition of a grid reference option is an example of good, real user feedback we are looking for. We'll pick it up with other feedback items we are investigating."

At the end of the HIAMS presentation and questions Sue Castle-Clarke asked Rea Psillidou to give her talk on the Eden Local Plan Partial Review.

Rea covered the following topics in her presentation which will be circulated with the minutes.

- The background to the Eden Local Plan from its adoption in October 2018 to the decision taken in April 2021 for a partial review.
- The April 2021 decision to prioritise a Partial Review to consider climate change and design which would include a Design Supplementary Planning Document (SPD) and will commence a 'Settlement Study' – for a wider review of the LP.
- An explanation that the Eden Local Plan Partial Review is only concerned with climate change and design and that it will be completed in as short timeframe as possible.
- An explanation of the regulations involved in the Local Plan Process.
- The public consultation which involves completing a short questionnaire which will enable EDC to understand the views of the communities on different measures to tackle climate change and also on what they consider good or bad decisions. The questionnaire can be completed on-line or by sending a recording of the answers via Video App. Hard copies of Questionnaire are also available in libraries. T
- The closing date for the consultation which is 9<sup>th</sup> August.
- Contact details for any information - email [Loc.plan@eden.gov.uk](mailto:Loc.plan@eden.gov.uk) or phone 01768 817817

The meeting closed at 8.15pm