



ALSTON MOOR ANNUAL PARISH COUNCIL MINUTES

The minutes of the proceedings of the **ANNUAL MEETING** of Alston Moor Parish Council (AMPC) followed by the **MONTHLY MEETING** held on **Monday 12th May** at 19:00hrs in the Alston Town Hall.

Present:

Councillors: Cllr. Miller, Cllr. Bondi, Cllr. Martin, Cllr. Davies, Cllr. Edgar, Cllr. Grew, Cllr. Hanley, Cllr. Robertson, Cllr. Monk, Cllr. Best, Cllr. Ho (arrived 19.09hrs), Cllr. Green (arrived 19.09hrs).

Clerk/RFO: Claire Thomson

Also in attendance: Cllr. Mary Robinson (UC)

Members of the Public: 1

2526/1 To consider appointment of Chairperson for 2025-2026
Cllr. Martin proposed Cllr. Miller to continue as Chair for 2025-2026
Vote: All in Favour (All those present at the time)
Resolved: Cllr. Miller accepted post of Chairperson.

2526/2 To receive Chairpersons declaration of acceptance of office
Resolved: Raymond Miller signed the declaration of acceptance

2526/3 To consider appointment of Vice-Chair for 2025-2026
Cllr. Bondi proposed Cllr. Martin
Vote: All in Favour (All those present at the time)
Resolved: Cllr. Martin accepted post of Vice-Chair & signed declaration of acceptance.

2526/4 To receive Apologies for Absence & consider for approval of the reasons.
Cllr. Robinson was unable to attend, reasons were approved.

Cllr. Hanley & Cllr. Robinson (UC) gave their reports early as they both had to leave the meeting to attend another meeting elsewhere. – See 2526/15

Cllr. Hanley left meeting at 19.27hrs.

2526/5

To Consider Committees, working groups & any actions required.

i. Committee

Development, Governance & Personnel (DGP) – which includes staffing

Resolved all Councillors are committee members – R.Miller, A.Martin, A.Bondi, B.Davies, A.Green, H.Ho, P.Best, E.Edgar, E.Grew, D.Monk, A.Roberston, R.Robinson.

ii. Group Representatives

AMERG (Alston Moor Emergency Response) as representatives: E.Edgar, E.Grew, A.Martin, M.Hanley

Alston Moor Fitness – as representatives: P.Best, B.Davies

Alston Moor Partnership – as representatives: A.Bondi



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Alston Moor Traffic Management – as representatives: R.Miller, E.Edgar, E.Grew, A.Martin

Tree Wardens - as representatives: R.Robinson, B.Davies

Tyne Willows Management – as representatives: P.Best, A.Robertson

Hospital Group – as representatives: E.Grew, A.Bondi, D.Monk, A.Martin

Alston Community Transport – as representatives: M.Hanley, A.Martin

Place Action Group (PAG) – as representatives: R.Miller, M.Hanley, A.Bondi, A.Martin

Motion: To accept all

Proposed – Cllr. Robertson Seconded – Cllr. Bondi Vote: Cllr. Miller, Cllr. Bondi, Cllr. Martin, Cllr. Green, Cllr. Grew, Cllr. Davies, Cllr. Best, Cllr. Monk, Cllr. Edgar, Cllr. Robertson Against: None Abstain: Cllr. Ho.

Resolved – all representatives agreed for both DGP & group representatives

2526/6

To consider Adaption, Review or Updating of Policies

It was decided that a DGP meeting was needed to go through policies to review them, deciding what may need updating/adapting to suit.

Motion: to have a DGP Meeting

Proposed: Cllr. Miller Seconded: Cllr. Grew

Vote: Favour – Cllr. Miller, Cllr. Martin, Cllr. Grew, Cllr. Monk, Cllr. Edgar, Cllr. Bondi, Cllr. Green, Cllr. Davies, Cllr. Best, Cllr. Robertson. Against – None. Abstain – Cllr. Ho.

Resolve – to organise a DGP meeting

2526/7

To review council insurance

Cllr. Monk had a lot of questions regarding the wording of the policy, and it was decided that The Clerk & Cllr. Monk will together and go through policy with the insurance company to iron out any issues and remove what is not needed.

2526/8

To approve meeting dates for 2025/2026

12th May 25, 2nd June 25, 7th July 25, 4th August 25, 1st September 25, 6th October 25, 3rd November 25, 1st December 25, 5th January 26, 2nd February 26, 2nd March 26, 7th April 26 (Tuesday)

Motion: To approve dates

Proposed: Cllr. Grew Seconded: Cllr. Bondi

Vote: All in Favour.

Resolved: to accept dates for meetings.

R. Miller



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Commencement of ordinary business of the council

- 2526/9 **Public Participation (Timed item 15 minutes)**
No public participation
- 2526/10 **To record all votes on every agenda item by name to make it clear what you vote whether it's for, against or abstain. It will be recorded in the minutes by your name next to what you voted for, this is in our Standing Orders, Section 3 Paragraph 5**
- 2526/11 **Minutes of the Last Meeting of Alston Moor Parish Council**
The minutes of the Parish Council meeting held on Monday 7th April 2025 were considered.
Motion: To authorise the chairman to sign, as a correct record, the minutes of the Parish Council meeting held on 7th April 2025. Proposer: Cllr. Bondi, Seconder: Cllr. Robertson, Vote: Favour - Cllr. Bondi, Cllr. Davies, Cllr. Miller, Cllr. Martin, Cllr. Robertson, Cllr. Edgar, Cllr. Grew. Against - None Abstention - Cllr. Ho, Cllr. Green, Cllr. Monk, Cllr. Best.
- 2526/12 **Resolves: to accept the minutes of the previous meeting**
Declarations of interest & requests for Dispensation
 1. **To receive declarations of interest for agenda items** – None
 2. **To receive dispensation** – Prior to the meeting the Clerk issued Dispensation Request Forms to all Councillors to be completed in relation to Alston Town Hall and returned to Clerk before the meeting. The Clerk requested that the forms cover dispensation from May 2025 to April 2027, this is to be in the minutes & recorded at each meeting.
 3. **To grant any requests of dispensation** – *Motion: to delegate to the Clerk the authority to grant dispensations. Proposer: Cllr. Martin, Seconded: Cllr. Robertson Vote: Favour - Cllr. Bondi, Cllr. Miller, Cllr. Davies, Cllr. Martin, Cllr. Best, Cllr. Green, Cllr. Monk, Cllr. Robinson, Cllr. Robertson, Cllr. Edgar, Cllr. Grew, Cllr. Hanley. Against - None Abstention - Cllr. Ho.***Resolved: that the Council delegates the power to grant dispensations to the Clerk. The power rests with the relevant authority under section 33(1) of the Localism Act 2011 and the basis is set out under section 33(2).**
- 2526/13 **To note councillor vacancies & review any co-option candidates**
None
- 2526/14 **Chair's Report**
The Chair had no report this month
- 2526/15 **Westmorland & Furness Councillors Report –**
Cllr. Robinson (UC) reported that on 16th May the Westmorland & Furness Council website would provide details of the land for housing issue, noting areas which have been put forward for development. Cllr. Robinson (UC) recommended that the Clerk check the website on the 16th for this information. Clerk noted this.
- Police Report**
The report from Cumbria Police circulated prior to the meeting was noted.
- 2526/16 **Nenthead ward meeting update – None**
Committees, working groups & consider any actions required
2526/16.1 Committee – Development, Governance & Personnel (DGP) – which includes staffing – to be discussed in a closed session
2526/16 .2 Group Representatives

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Alston & Fellside Place Action Group – No update

Alston Moor Partnership – Cllr. Bondi reported that the Community Development Co-ordinator was going “great guns”

Alston Moor Traffic Management Group – Meeting needs organised

NWAS Alston Moor Working Group – No update

Tree Warden – Clerk advised that Forestry Commission are surveying the area behind the Spar and had requested permission to do so, Clerk had given permission.

Fitness Club/Pavillion – No update

Tyne Willows Management – discuss in closed session

AMERG – No update

Hospital Group – No update

Alston Community Transport – Cllr. Martin advised that a community bus was being provided for Alston Live.

2526/17 **To consider matters arising & actions required.**

2526/17 1. Benches for removal/repair/replace/sites for new benches

Cllr. Robinson had reported to Cllr. Miller prior to meeting that the 2 picnic benches designated for Tyne Willows were not suitable due to not being heavy nor able to be fixed to the ground to prevent vandalism. They were also just ordinary benches.

Cllr. Miller suggested to purchase 2 more “Heavy duty” picnic benches like those already in situ near the Pavillion/Gym area.

Motion: to buy 2 picnic benches for Tyne Willows Proposed: Cllr. Robertson

Seconded: Cllr. Davies Vote: Favour - Cllr. Grew, Cllr. Miller, Cllr. Ho, Cllr.

Davies, Cllr. Robertson, Cllr. Monk, Cllr. Edgar, Cllr. Bondi, Cllr. Green, Cllr.

Martin, Cllr. Best. Against –None Abstain - None

Resolved: To purchase 2 new benches

It was mentioned what to do with the 2 picnic benches, suggestions were to donate to local groups, give to a good cause, site them elsewhere in the parish, sell them. This is to be put on agenda for next meeting.

2526/17 2. IT Software – emails – to be discussed in closed session

2526/17 3. Sexual Harassment Policy & Social Media Policy – Cllr. Monk

circulated the draft updated policies for comments prior to this meeting.

Comments were discussed, agreed changes, Clerk to amend policies.

Motion: to amend and update policies. Proposed: Cllr. Monk Seconded: Cllr.

Grew Vote: Favour - Cllr. Grew, Cllr. Miller, Cllr. Davies, Cllr. Robertson, Cllr.

Monk, Cllr. Edgar, Cllr. Bondi, Cllr. Green, Cllr. Martin, Cllr. Best. Against –None Abstain – Cllr. Ho.

Resolved: To amend policies

2526/17 4. Prices for resurfacing of road to Tyne Willows – discuss in closed session.

2526/18 **Planning Applications & Decisions**

2526/18.1 Applications received 7th & 9th May 2025

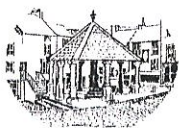
2025/0685/FPA Mill Race House, Front Street, Alston CA9 3SQ

Retrospective change of use of dwelling (classC3) to holiday let (Sui Generis)

Motion: to make a no comment

Proposer: Cllr. Martin Seconder: Cllr. Grew

R M/L



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Vote: Favour - Cllr. Grew, Cllr. Miller, Cllr. Best, Cllr. Davies, Cllr. Robertson, Cllr. Monk, Cllr. Edgar, Cllr. Bondi, Cllr. Green, Cllr. Martin. Against – None Abstain – Cllr. Ho.

Resolved: to make a no comment

2024/1068/LBC Alston Town Hall, Front Street, Alston CA9 3RF

Retrospective listed building consent for the installation of a stair-lift.

Motion: to approve stair-lift installation

Proposed: Cllr. Grew Seconded Cllr. Best Vote: Favour - Cllr. Grew, Cllr. Miller, Cllr. Best, Cllr. Robertson, Cllr. Monk, Cllr. Edgar, Cllr. Davies, Cllr. Bondi, Cllr. Martin. Against – None Abstain – Cllr. Ho, Cllr. Green.

Resolved: to approve stair lift installation.

2024/1068/LBC Alston Town Hall, Front Street, Alston CA9 3RF

Retrospective listed building consent for the retention of a wall mounted parking sign.

Motion: to approve wall mounted parking sign

Proposed: Cllr. Robertson Seconded Cllr. Davies Vote: Favour - Cllr. Grew, Cllr. Miller, Cllr. Best, Cllr. Robertson, Cllr. Monk, Cllr. Edgar, Cllr. Davies, Cllr. Bondi, Cllr. Martin. Against – None Abstain – Cllr. Ho, Cllr. Green.

Resolved: to approve listed building consent for wall mounted parking sign.

2526/19

Finance Reports & Accounts

The finance reports & accounts were circulated prior to the meeting.

2526/19 1. Current Balance of the Community Account as at 30/04/2025

£175479.11

2526/19 2. Consider payments for approval

OUTSTANDING					
10.05.2025	215	Outstanding	ONLINE	£59.99	Software
10.05.2025	214	Outstanding	ONLINE	£60.00	Software
10.05.2025	213	Outstanding	ONLINE	£500.00	Mill Race Clearing
02.03.2025	192	Outstanding	CHEQUE	£72.20	Photocopying servi
OVERDUE					
29.03.2025	208	OverDue	ONLINE	£0.01	Village Green Rent

Motion: to approve payments and £19720.00 of precept payments.

Proposed: Cllr. Davies Seconded: Cllr. Robertson

Vote: Favour - Cllr. Grew, Cllr. Miller, Cllr. Ho, Cllr. Robertson, Cllr. Best, Cllr. Monk, Cllr. Edgar, Cllr. Bondi, Cllr. Green, Cllr. Davies, Cllr. Martin. Against – None Abstain – None.

Resolved: to approve payments

2526/19 3. Approve any payments required between meetings

Clerk advised that Garrigill Village Hall invoice was due in and possibly an invoice from J.Brown for works completed on Workhouse field, that may need paid before the next meeting.

2526/20

Note the status of assets & consider any action required

Footway lighting – Clerk, clarified for some councillors, that WAFC have been passed back control of the footway lighting and AMPC now await contact from WAFC regarding surveying the lights in the parish, which will be after July 2025.

RmH



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Pavillon – Verbal valuation was received for parish records of external building only. Clerk advised that was to maintain the Asset Register.

Tyne Willows Playing Field – Plan for Appleby Fair, Toilets & Police. Cllr. Miller has had no contact for any of this but will chase it up with the relevant authorities. Cllr. Miller suggested tidying up Tyne Willows, laying turf in the areas around where the old gate was & near the Gym. He thought that putting seed down would still make the areas patchy. This will be discussed and voted on a later date, when it is more suitable to be completed.

Village seats – nothing to report

Bus shelters - ongoing, to purchase suitable paint.

Defibrillators – Cllr. Monk & Cllr. Grew both advised that the defibrillator in Garrigill has stopped working. Cllr. Monk has replaced it temporarily with a spare that she holds for the first responders, but a new defibrillator must be bought as soon as possible.

Motion: to buy a new defibrillator for Garrigill

Proposer: Cllr. Miller Seconder: Cllr. Grew

Vote: Favour - Cllr. Grew, Cllr. Miller, Cllr. Ho, Cllr. Best, Cllr. Davies, Cllr.

Robertson, Cllr. Monk, Cllr. Edgar, Cllr. Bondi, Cllr. Green, Cllr. Martin. Against – None Abstain – None.

Resolved: Cllr. Monk & Clerk to purchase a defibrillator

Notice Boards – damaged cabinet to be assessed by Cllr. Best

Nenthead Fountain – Cllr. Robertson advised that work will start to be carried out in a couple of weeks, on weekends.

Christmas Trees & Lights – nothing to report

2526/21 **Note status of Open Spaces/ Trees & consider any action** – Nothing to report
Cllr. Green left meeting at 20.21hrs

2526/22 **Correspondence – Received**

1. **Workhouse field** – Clerk reported that the investigations to the water/drainage issues has been completed, further action is required by Westmorland & Furness Council before the final drain cover can be placed on the workhouse field. No time scale has been given for this; Clerk will chase up if necessary.
2. **Environment Agency** – lease for Gauging Station – finally the Clerk has had a response and the lease is in the process of being drawn up at the expense of the Environment Agency. No costs to be incurred by the Parish Council.
3. **Alston Moor Fitness Club** – emails have been exchanged by Ryan Sherratt & the Clerk, Ryan Sherratt requested them to be discussed in full at the meeting. The Clerk read out the emails, in order of receiving them, then this opened a discussion between the councillors regarding the context of the emails. This did raise some concerns from councillors as AMPC are the Landlords of the Pavillon and have a duty to ensure procedures and regulations are adhered to.
4. **Samuel Kings School** – to be discussed in closed session.

2526/23 **Items for the Next Meeting of the Parish Council**

Grant Application received 1st May 2025, Traffic Management Meeting agenda items needed.

2526/24 **To consider any councillor or officer training**

Clerk requests to complete FILCA course.



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Motion: Clerk allowed to complete FILCA course and AMPC to pay for it.

Proposed: Cllr. Grew Seconded: Cllr. Bondi Vote: Favour - Cllr. Grew, Cllr. Miller, Cllr. Ho, Cllr. Best, Cllr. Davies, Cllr. Robertson, Cllr. Monk, Cllr. Edgar, Cllr. Bondi, Cllr. Martin. Against – None Abstain – None.

Resolved: Clerk to enrol on course and complete in a timely manner.

2526/25 Date and Time of Next Meeting

The next **PARISH COUNCIL** meeting to be held on Monday 2nd June 2025 at 7.00pm. Meeting to be held Nenthead Village Hall.

2526/26 Exclusion of Press & Public (Public Bodies Admission to Meetings Act 1960)

Cllr. Miller closed the meeting to the public at 20.51 hrs & opened closed session.

Please note: all Parish Council meetings are open to members of the Public.

Chair Signature: R Miller

Date: 2/6/25

Clerk Signature: Clare Thompson

Date: 2/6/25