

**DRAFT Minutes of the Meeting of the Parish Council**

**Held on Tuesday 10th January 2017 at 7.00pm in Kirkbride School.**

Present:

Councillors: Hedworth (Chair), Day, Kirk, Irving, Noblett and Willis.

County Councillor: Fairbairn

Borough Councillor: Hedworth

Public attendance: PCSOs Donaughee and Nichol.

Clerk: M Abbs

* 1. **Apologies for absence**, **declarations of interest and dispensation requests from Cllrs.**

An apology had been received from Cllr Little.

REQUESTS FOR DISPENSATIONS

The clerk to report any requests received since the previous meeting for dispensations to speak and\or vote on any matter where a member has a disclosable pecuniary interest.

An on-going dispensation is in force in respect of the Precept.

DECLARATIONS OF INTEREST

To receive declarations by elected and co-opted members of interests in respect of items on this agenda.

Cllr Hedworth declared an interest with regard to items 7.1.1 AND 7.2.1

Members are reminded that, in accordance with the revised Code of Conduct, they are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council’s Register of Interests.  (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting.)

Members may, however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared in the Register, as well as any other registrable or other interests.

*If a Member requires advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote, he/she is advised to contact the clerk at least 24 hours in advance of the meeting.*

**2 Minutes** (previously circulated).

**2.**1 To approve the minutes of the meeting held on Tuesday 8th November 2016 – **approved and signed.**

**Note 1: reminder** that the order of business may be changed at the chairman’s discretion to avoid undue delay for visitors

**3** **Report on action taken**

3.1. by councillors

3.1.1 Play area –

Cllrs confirmed that the play area was being monitored on a regular basis and that there were no major issues.

3.1.2 Footpaths –

Cllr Hedworth advised that the footpath in his area of the village had been cleared of undergrowth. The work required near the Shaw Hill water meadows had been reported to the Authority.

3.1.3 Highways steward –

Cllr Willis confirmed that potholes were being reported on a regular basis and general approval was made of the recent road improvements to the B5307 which had been carried out to a high standard.

3.1.4 Newsletter group -

Cllrs Day and Willis confirmed that the newsletter had been written and distributed since the last meeting.

3.2- by the clerk - including:

3.2.1 Grass cutting contract. The letters had been sent to the contractors informing them of the outcome of the tender process. The appointed contractor had accepted the contract. – **noted.**

A reminder had been forwarded from Allerdale Borough Council for Cllrs to check that their Declaration of Interests Forms were up to date. – **noted.**

## 3.3 Public participation (at the Chairman’s discretion)

3.3.1 Report from the Borough Councillor

Cllr Hedworth advised that there were no issues that he had to report.

3.3.2 Report from the County Councillor

Cllr Fairbairn advised that the Police Camera van had visited the village and he understood that a number of prosecutions would result. He commented on the existing 30mph limits and provided details of the legal rationale behind their location. He understood that a traffic survey had been conducted and the clerk advised that he had not been sent any results from this to date. The Police officers introduced themselves and confirmed that the CRASH meeting held recently was aware of the Kirkbride speeding issues. Cllrs thanked everybody for their efforts and hoped that publicity resulting from local prosecutions would lessen the problem.

Cllr Fairbairn continued by explaining the position with regard to the future of the Boxing Club which operated locally. It was hoped that this would be in a strong position to move forward.

The Fire Service was available to carry out fire safety check on local householder’s premises.

A report had been written concerning the British Energy Coast and he hoped that the AONB would benefit from a share of any resulting grant funding.

A consultation was taking place on Library opening hours and he hoped locals would contribute to the debate.

He concluded by asking for any issues with local culverts and bridges to be reported to Highways and advising that there had been a recent crackdown on badly parked vehicles.

The PCSOs left the meeting.

**4 New business**

## 4.1 Mc Donald memorial / Brighton House – update and discussion/approval of any required action.

The clerk advised that with the assistance of Mr and Mrs Taylor information had been supplied to Mr T Cartmell, who had confirmed receipt, but not given an opinion yet. – **noted.**

4.2 Footpath – discussion of current condition and possible action.

All relevant matters had been covered under item 3.1.2.

4.3 Consideration of the situation concerning the formation of the new Internal Drainage Board.

The clerk and Borough Cllr Hedworth updated Cllrs on the recent meeting that had taken place.

The Borough Cllr regretted that there were no significant developments to report. – **noted.**

4.4 Pension update – discussion and possible action.

The clerk advised of the current position and confirmed the action that needs to be taken and considered this to be in hand. – **noted.**

Cllr Noblett arrived and Cllr Fairbairn departed.

4.5 Affordable Housing Provision – review of any correspondence and consideration of the current situation.

The clerk read out the response which had been received from Mr Tweddle which outlined planned future work. The next phase had no provision for low cost housing. – **noted.**

4.6 Co-option of new Cllr to fill existing vacancy.

Review and discussion of applicants and possible decision.

The procedure to be followed was outlined. The clerk had previously circulated the letter of application from Mr Rodney Mostyn. Following its consideration and discussion it was **agreed** that Mr Mostyn be co-opted to the Council. The clerk was instructed to inform Mr Mostyn and arrange for the completion of the legally required paperwork.

4.7 Possible vacancy for representation on the AONB.

Borough Cllr Hodgson had confirmed that due to work commitments he had resigned his position on the AONB. The clerk advised that he had not at that point heard from the AONB but invited Cllrs to express an interest to him if they were willing and able to serve. He understood that a single representative from Bowness on Solway, Kirkbride and Holme East Waver Councils was required. Cllr Willis expressed an interest, and requested more details. The clerk said he would mention this to the other two Councils affected. – **noted.**

4.8 Asset Register and Risk Assessment.

Review and possible update.

The clerk advised that he had reviewed the Council’s systems and documentation covering Control and Governance and believed that the assessment of risks faced by the Council were being adequately covered by the Internal Controls and Insurance cover. After discussion and consideration of the existing risk assessment it was **agreed** that the existing arrangements were fit for purpose and **approved.**

Similarly, after consideration, it was **agreed** that a small change was necessary to the Asset Register to reflect the increased number of Council owned planters.

## 5 Correspondence

To review correspondence received and take any appropriate action.

5.1 Allerdale BC/CALC – Discussion of letters/e-mails concerning Precept and possible action.

The clerk briefed Cllrs on the letter he had received from the Authority concerning the precept and confirming that the Council Tax Reduction Scheme grant for 2017/18 would be £159.15. Confirmation was given that the Precept request had been submitted to Allerdale BC following the November meeting as authorised. The information was **noted.**

5.2 Royal British Legion receipt and thanks for donation.

The clerk provided details which were **noted.**

5.3 Great North Air Ambulance – thanks for donation.

The clerk provided details which were **noted.**

5.4 Allerdale BC – Playground Inspection and report update. Possible purchase of new equipment.

Cllrs discussed the possibility of purchasing more equipment but no action was taken at this point. The clerk confirmed that the annual inspection had been booked. – **noted.**

5.5 Cumbria CC - Connecting Cumbria update and Broadband promotion.

The clerk provided details of the communication from CALC encouraging councils to promote Superfast Broadband in their area.

Mention was also made of the interest from Connecting Cumbria in staging a promotional/advice evening in the Parish. Cllrs **agreed** that they were interested in staging such an Event and may be willing to pay for the Hall hire. The clerk was asked to obtain more details as to the topics that would be covered.

5.6 CALC -Capping, Section 137 limit and Transparency Code.

The clerk advised that the Government was not going to cap Parish Council in setting the Precept for 2017/18. – **noted.**

5.7 British Red Cross – request for support.

The clerk advised that the anticipated appeal had not been received. – **noted.**

5.8 Sue Hayman MP – correspondence relating to Community Bus Service.

The clerk provided an update on the latest situation with regard to a bus to Wigton. The belief held by the County Council that a Community Transport solution would be necessary was **noted.**

5.9 AON Insurance – Information on the forthcoming Insurance ACT 2015.

The clerk advised Cllrs of the communication which was **noted.**

5.10 CALC – Nomination process for the Buckingham Palace Garden Party on 23rd May 2017.

Cllrs **agreed** that Cllr Day should be nominated in recognition of his service to the Council over many years.

## 6 Finance

**6.1 Information**

6.1.1 To approve accounts to 30th November 2016 and 31st December 2016 – available at the meeting.

6.1.2 **Budget** for 2017/18: see prepared sheet

& therefore **precept request to Allerdale BC for 2017/18.**

The clerk provided an updated budget which reflected the Council Tax Reduction Scheme grant which was now known – see item 5.1. Cllrs **approved** the budget and **agreed** that no changes to the Precept request were necessary.

### 6.2 Payments to approve.

### 6.2.1 Clerk’s salary: £471.90 – approved.

### 6.2.2 Expenses: postage + stationary £7.65; broadband + phone £13.25, SLCC contribution £40.33,

computer maintenance and software upgrade £20.00. travel 4 miles at 36p/mile= £1.44

### total £82.67 – approved.

### 6.2.3 The Croft Surgery - Newsletter Photocopying £30.00 – approved.

**7 Planning**

**7.1 Applications outstanding with Allerdale Borough Council.**

7.1.1 – HRN/2014/0002 Hedgerow removal application, Townhead Farm, Kirkbride

(Mr A Hedworth & A and C Hedworth). **– noted.**

**7.2 Applications dealt with under standing order**.

7.2.1 – 2/2016/0362 Stopping up of bridleway 240005, Townhead Farm, Kirkbride.

(Mr A Hedworth and A&C Hedworth)

The clerk confirmed that no objections had been raised and the Authority advised. – **noted.**

**7.3 Applications decided by Allerdale BC.**

None – **noted.**

**7.4 Applications for consideration by this Parish Council meeting.**

None **– noted.**

**8.1 Documents received for comment**

8.1.1 Cumbria County Council consultation Draft Budget Proposals 2017/18. – **noted without action**

8.1.2 Allerdale BC budget consultation 2017/18 – **noted without action**

**8.2 Documents received for information** (available on request to the clerk)

8.2.1 CALC Circular for December.

8.2.2 Elements – festival update and publication.

The above were **noted.**

##### 9 Claypit Charity

Nothing – **noted.**

**10 Any items of information brought by…**

10.1 Clerk

The need to remove some old planning papers from the filing system was mentioned and assurances given that key papers would be retained. Information is stored online, and is readily available, on the Allerdale BC website.

10.2 Councillors

Cllr Day advised that he would purchase plants for the planters before the next meeting and was thanked for doing this.

**11 Meeting dates**

11.1 **Date of next meeting: Parish Council Meeting** Tuesday 14th March 2017 at7.00 p.m. in Kirkbride School.

11.2 **Future meetings: on Tuesdays** 9th May 2017 at 7.00 p.m. in Kirkbride School.

**The dates of future meetings were noted and the Chairman closed the meeting at 9.15p.m.**