

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

**Held on Tuesday 12th March 2013 at 7.00pm in Kirkbride School.**

Present:

Councillors: Day (Chair), Kirk, Little, Noblett, Willis

County Councillor: Fairbairn

Public attendance: Mr Dilley.

Clerk: M Abbs

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

The clerk advised that apologies had been received from Cllrs Hedworth, Tweddle and Borough Councillor Cowell.

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.

**There were no requests for dispensations and an on-going dispensation is in force relating to the Precept.**

DECLARATIONS OF INTEREST

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

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.*

**Cllr Kirk declared an interest in respect of item 7.2.2**

**Cllr Little declared an interest in respect of item 7.4.2**

**The clerk advised that Cllr Hedworth had also declared an interest in respect of item 7.4.2 by previous e-mail.**

**2 Minutes** (previously circulated).

**2.**1 To approve the minutes of the meeting held on Tuesday 8th January 2013 – **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

No matters were reported.

3.1.1 Play area –

No matters were reported.

3.1.2 Footpaths –

Cllr Noblett advised that some footpath fill had been delivered by Capita free of charge and Mr Ruddick had agreed to put this in place free of charge.

3.1.3 Highways steward –

Cllr Willis reported that a number of potholes had been notified to the ‘Highways Hotline’ and she was aware of repairs having been carried out on at least two occasions.

3.1.4 Newsletter group -

Cllr Kirk advised that there were no plans to produce a newsletter in the near future.

3.2- by the clerk -

PAYE was to be covered later at item 4.12.

The grass cutter had been contacted and matters appeared to be in order at this point for the forthcoming season. The contractor had promised to forward copies of relevant insurance documents when these became available.

Preparations had commenced for the Annual meeting in May.

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

There was no public participation.

3.3.1 Report from the Borough Councillor

The clerk confirmed the apology received from Cllr Cowell and confirmed his willingness to assist with any matter brought to his attention.

3.3.2 Report from the County Councillor

Cllr Fairbairn gave his report at this point.

County Cllr Fairbairn provided background to the County Councils current budget situation.

The ending of the MRWS nuclear repository search was noted.

An update on the possible formation of Local Drainage Boards was given. He notified the meeting that the Environment Agency intended to ‘switch off’ the pumps in 2015, which it was hoped would allow time for a solution to be sought. One possibility which was being investigated was to surcharge local landowners to pay for the operation of the pumps.

The recent Boundary Changes were notified to Cllrs.

A number of prosecutions for ‘Benefit Fraud’ had taken place across the County.

The recent change of position from Electricity North West concerning use of their wooden poles for ‘other services’ such as street lighting was mentioned.

**4 New business**

4.1 Village noticeboards update.

The Chairman advised the meeting that he had regularly monitored the condition of the noticeboards and whilst some damp remained the situation was much improved. It was **agreed** that the condition was now considered acceptable and payment of the contractor was authorised when the invoice was received. See item 6.2.5.

4.2 Cycle Track – discussion of any developments and possible action.

There had been no developments.

## 4.3 Mc Donald memorial – update and discussion/approval of any required action.

The Chairman advised that the tree removal had been carried out by the contractor and the clerk confirmed that no invoice had been received at that point. Cllr Noblett had offered to attend a garden design course and to subsequently produce some ideas for the area. Her attendance and payment for the course was **agreed.** See item 6.2.9.

4.4 ‘Jubilee Tree’ proposal/situation.

Cllr Noblett confirmed that a Rowan Tree with guard etc. had been purchased and would be installed by Mr Ruddick who would submit has invoice subsequently.

4.5 Condition benches especially the one at Beech Lea. Possible maintenance required.

The Chairman reported that he believed that the bench could be repaired at minimal expense and he volunteered to carry out the repair. Cllrs expressed their gratitude to him and authorised any expenditure.

4.6 Local Plan – current situation and possible action.

The Chairman produced a draft document which contained amendments to the existing plan which he considered reflected current local concerns. Following discussion several amendments were agreed and the Chairman to work with the clerk to incorporate these into the document.

4.7 MRWS Nuclear Waste correspondence and Issues, including CALC and MRWS reports and related meetings.

Discussion of current situation and decision on any required action.

It was **noted** that this process was now at an end.

4.8 Local concern about flooding in the village. Discussion and possible action.

Recent dredging of the River Wampool by the Environment Agency was commented on with a resultant subsequent improvement in the situation.

4.9 Bridleway - Birch Hill Lane - need for refurbishment.

The Chairman advised that no remedial work had been possible but he would continue to monitor the situation to see if any was required when the drier weather arrived.

4.10 Purchase of planters update.

Cllr Kirk confirmed that two planters had been purchased and installed. The purchase of plants gravel etc. was **agreed**. Cllr Kirk was asked by the clerk to forward any necessary invoice to him for payment.

4.11 Hedge Cutting in the village latest situation and any required decision.

Cllrs reported that some cutting had taken place. The clerk advised that the contractor had been authorised to carry out the work but that no invoice had been received.

4.12 HMRC PAYE changes.

The clerk advised that further correspondence had been received from HMRC in respect of ‘real time information’. Lynne Gauntlett, the Council’s accountant, had confirmed that she had the appropriate measures in place to meet the new requirements. There may be a slight increase in cost which she would advise of shortly. The clerk will keep the Council informed of developments.

4.13 CALC details of Allerdale Joint Area Working Groups. Report and possible appointment of representative.

The clerk outlined that response that had been made following the previous meeting working in conjunction with the Chairman.

The Council confirmed their view that they did not wish to participate in the groups at the moment.

4.14 Litter pick in village. Review of activity and possible purchase of equipment.

Cllr Willis was thanked by the other members for arranging the ‘litter pick’. Following discussion it was not considered necessary to purchase any equipment at this point. It was hoped that another ‘pick’ could be arranged in April.

4.15 Dog fouling in the village.

Following discussion it was agreed that parishioners should be encouraged to report the problem to the Borough Council.

4.16 Speeding through the village.

Cllr Fairbairn said he would report the problem to the appropriate authorities.

4.17 Cumbria CC – Wildlife and Countryside Act 1981 Legal Event Modification Order No3.

Details were provided by the clerk which were **noted.**

4.18 ‘Cloggers Bridge' (opposite Wills Builders') - highway hazard.

The Chairman outlined the problem and clerk advised that it was probable that the British Railways Residual Board owned the property. Following discussion the clerk was instructed to write accordingly requesting remedial action.

## 5 Correspondence

To review correspondence received and take any appropriate action.

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

Following receipt of the Precept request Allerdale Borough Council had sought e-mail confirmation that the Parish Council did wish to claim the Concurrent grant, the clerk advised that this had been confirmed.

The clerk advised that a letter had been received from Allerdale BC in early February in which it was proposed to deduct (and not add) the Local Support for Council Tax payment from the submitted figures for Precept and Concurrent grant. As this was not the wish of the Parish Council, as agreed at the January meeting, the clerk having consulted with the Chairman, had written to Allerdale BC to change this position. The Clerk had checked the safe receipt of the letter by Allerdale and received assurances that the payment would be made as requested by the Parish Council, that is in addition to the Precept and Concurrent grant.

5.2 Rev P Blackett – update on Kirkbride Churchyard situation. Possible action.

The clerk read out the received letter and the current situation and comments were **noted.**

5.3 AON Insurance – New regulation from The Employers’ Liability Tracing Office (ELTO).

The clerk outlined the received letter and confirmed that the requested information had been supplied by the Accountant and forwarded to AON.

5.4 Church Hall Committee – thanks for installation of new notice boards. – **noted.**

5.5 Citizens Advice Allerdale – request for assistance. – **noted.**

5.6 MENCAP – request for assistance. – **noted.**

5.7 Cumbria CC – Neighbourhood Forum Details.

Cllr Kirk reported on the meeting where items including transport and the grants panel had been covered.

5.8 CALC – Police and Crime Consultation.

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

5.9 North Allerdale Development Trust (NADT) – possible assistance with youth work.

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

5.10 Age UK - Community Oil Buying Clubs.

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

5.11 Cumbria in Bloom entry information. – **noted.**

5.12 Online playgrounds spares catalogue. - **noted**

5.13 Information Commissioner questionnaire concerning status and size of organisation. See also item 6.2.10.

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

5.14 CALC update on the National Grid North West Connections Project.

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

5.15 Connecting Cumbria Broadband update. – **noted.**

5.16 Cumbria CC notification of Transport Communication Sessions in Allerdale. **– noted.**

5.17 Letter from NALC concerning retirement of the Chief Executive.

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

## 6 Finance

**6.1 Information**

6.1.1 To approve accounts to 31st January 2013 and 28th February 2013 – available at the meeting. – **approved.**

6.1.2 United Utilities – Receipt of £16.99 rental income to Claypit Account in January 2013. – **noted.**

6.1.3 Discussion and amendment, if necessary, of the Asset register.

Following discussion the clerk was instructed to add the 3 Map Boards located within the parish and the 2 planters which had been purchased recently.

6.1.4 Discussion and amendment, if necessary, of the Governance and Internal Controls of the Council.

Following due consideration it was **agreed** that the existing arrangements met necessary requirements and no revision was necessary.

6.1.5 To review clerks terms and conditions and approve payment of clerk’s salary at the new rate for point 17 of the salary scale w.e.f. 1/4/13.

The Chairman thanked the clerk for his work and the additional payment to the clerk was **agreed.**

### 6.2 Payments to approve.

### 6.2.1 Clerk’s salary: £407.32 – approved.

### 6.2.2 Expenses: postage + stationary £8.53; broadband £10.66 + phone £4.00, travel 9.3m @ 36p

### = £3.36, total £26.55 – approved.

6.2.3 Allerdale BC fee for playground inspection **£67.20 – approved.**

6.2.4 Bowness on Solway Parish Council – payment for share of consumables **£27.84 – approved.**

6.2.5 Mr P. Richardson payment for noticeboards, ex VAT, (when invoice received) **£560.00 – approved.**

6.2.6 Tweddle Fabrications payment for work to Seesaw at the play area. **£392.40** (incl VAT) – **approved.**

6.2.7 Cumbria County Council – Kirkbride Learning Centre copying of Parish Newsletter - **£15.00 – approved.**

6.2.8 Dalston Aggregates – Payment for Planters  **- £200.00 – approved.**

6.2.9 Payment for attendance by Cllr Noblett at Garden Design Course – anticipated cost **£16.00**.

The actual cost of **£18.00** was **approved.**

6.2.10 Information Commissioner - the payment of annual registration fee.  **- £35.00 – approved.**

6.2.11 P L Gauntlett Accounts Ltd – payment for PAYE services when invoice received. – **approved.**

**7 Planning**

**7.1 Applications outstanding with Allerdale Borough Council and Cumbria CC.**

None – **noted.**

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

7.2.1 - 2/2013/0053 Erection of two storey side extension, 2 The Crescent, Kirkbride. Mr R. Naylor.

7.2.2 - 2/2013/0079 Erection of storage building, Bank House Kirkbride Mr C. Irving

The clerk confirmed the standing order procedure had been followed and Allerdale BC subsequently notified that there were ‘no objections’ to either application. – **noted.**

**7.3 Applications decided by Allerdale BC / Cumbria CC**

7.3.1 – 2/2012/0832 Extension to property, 1 The Crescent Kirkbride - approval granted.

7.3.2 - 2/2012/0869 Extensions 3 The Crescent, Kirkbride – Mr M Schofield Ms D Forrest – approval granted.

Both were **noted.**

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

7.4.1 – 2/2013/0127 Single storey rear extension, Cross House, Kirkbride. Mr J. Wilson.

Following discussion and examination of the planning papers it was **agreed** that there were no objections.

Cllr Little left the room for the following item.

7.4.2 – 2/2013/0129 Erection of one wind turbine 24m mast height, tip height 34.5m with ancillary connection cabinet, Shaw House, Kirkbride Airfield, Kirkbride. Mr J. Carruthers.

Cllr Day reminded members of the background to this application and passed on comments he was aware of from local residents.

Following discussion and examination of the planning papers Cllrs **agreed to** refuse this application on the following grounds:

1. The noise disturbance to nearby properties.
2. The impact on the environment and the amenity of the area.

The clerk was instructed to advise Allerdale BC of the Council’s decisions.

Cllr Little re-joined the meeting.

**8.1 Documents received for comment**

8.1.1 Cumbria CC - Consultation about the draft Cumbria Minerals and Waste Local Plan 2013-2028. Response date 8th April. . – the opportunity to respond was **noted but no action taken.**

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

8.2.1 CALC Circulars for January / February

8.2.2 Glasdon Equipment Catalogue.

8.2.3 Clerks and Councils Direct Magazine January issue.

8.2.4 Sovereign – play equipment sale.

8.2.5 Go Lakes Travel Newsletter.

8.2.6 Cumbria CC details of the new election website.

8.2.7 Have A Field Day Information.

8.2.8 Lloyds Ltd Carlisle – Horticultural Services Information.

The above were **noted.**

##### Cllr Noblett left the meeting at this point.

##### 9 Claypit Charity

9.1 United Utilities – Receipt of £16.99 rental income in January 2013. – **noted,**

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

10.1 Clerk

The clerk notified Cllrs of a letter he had received from Allerdale BC concerning lighting units fitted to poles.

Cllrs asked for this item to feature on the May agenda.

Cllrs were notified about the CALC General Meeting on 26th March 2013.

The arrival of the Audit Briefing document from the BDO and the section on financial reserves was highlighted.

10.2 Councillors

No matters were raised.

**11 Meeting dates**

11.1 **Date of next meeting: Parish Council Meeting** Tuesday 14th May 2013 at7.00 p.m. in Kirkbride School.

11.2 **Future meetings: on Tuesdays:**  9th July 2013 at 7.00 p.m. in Kirkbride School.

The meeting dates were **noted.**

**The Chairman closed the meeting at 9.28 p.m.**