

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

**Held on Tuesday 11th March 2014 at 7.00pm in Kirkbride School.**

Present:

Councillors: Day (Chair), Kirk, Hedworth Little, Noblett.

County Councillor: Fairbairn

Borough Councillor: Cowell

Public attendance: None

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 Willis, Tweddle and Taylor.

Cllrs Tweddle and Taylor were absent due to work commitments which was accepted as a fair reason for absence.

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.

No additional dispensations were requested.

DECLARATIONS OF INTEREST

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

Cllr Hedworth confirmed his interest in items 7.2.2 and 7.3.6.

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 14th January 2014 – **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 –

No actions were reported.

3.1.2 Footpaths –

Cllr Noblett reported on the following items. The footpath near the sewage works had suffered some flooding due to a blockage and Dr J Noblett was doing his best to remove the material and cure the problem. Cllr asked Cllr Noblett to pass on their gratitude to him for this work.

The footpath linking Townhead Farm and Kirkbride House had become difficult to walk. Cllr Hedworth advised that he will investigate the situation and carry out some remedial work.

3.1.3 Highways steward –

No news was reported.

3.1.4 Newsletter group -

Cllr Kirk reported that the last newsletter had been distributed and that there was no further news to report. Items for the next Newsletter were requested.

3.2- by the clerk -

The clerk advised that an incorrect invoice for Playground Inspection at Newton Arlosh had been sent to Kirkbride PC. Following several phone calls to Allerdale BC this situation had been resolved.

The clerk had met with the new PCSO, Peter Nicol, for the area and discussed current issues such as speeding and dog fouling with him. Peter intends to hold Police surgeries at the school every two months and would supply the dates to the clerk for circulation.

Other actions would be reported later in the agenda.

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

None

3.3.1 Report from the Borough Councillor

Cllr Cowell informed the meeting that there was little to report from Allerdale BC apart from the fact that the budget for the forthcoming year had recently been approved.

A Water Management (formerly IDB’s) meeting had taken place and he felt that some progress had been made but major developments were unlikely for some time.

3.3.2 Report from the County Councillor

Cllr Fairbairn advised that foster parents were being sought for local children.

The County Council still held good stocks of road grit as a result of the mild winter.

The County Council had produced a useful booklet relating to ‘farming and the public highway’ and Cllrs were urged to make its availability known in the wider community.

Cllr Fairbairn referred to the poor accident record on the A595/A596 near Thursby and said that he was working with concerned parties to press for changes to the road layout.

He mentioned that the proposed changes to the Allerdale local plan were available for comment.

The rollout of improved Broadband in the County was proceeding well and Cllrs were encouraged to check on progress on the dedicated website.

A new Team was being formed to set up a Trust for the management of Wigton Swimming Pool which he hoped would open again in due course.

The Chairman thanked both the Borough and County Cllr for their reports and they then left the meeting.

**4 New business**

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

The Chairman presented copies of a specification which had been drawn up by Cllr Tweddle following earlier consultation with the other Cllrs and the Clerk. Subject to the clarification of a couple of minor points, which the clerk would finalise with the Chairman, the specification for the first stage of the project was **agreed.** It was also **agreed** that four contractors would be approached with the specification to submit tenders for the work by the end of April. Contractors would be advised to allow £500 in their price for the purchase and installation of a centrepiece, the design for which was still being finalised.

4.2 Condition of benches and purchase of new and re-placement items.

Cllrs discussed the number of benches that were required in the village, including the Mc Donald memorial, and **agreed** to a budget of £1500 (ex VAT) including installation. It was hoped that an initial 4 benches could be obtained for this amount. Cllr Kirk said she would investigate benches produced by Marmax, as these had proved to be good in the past, for consideration alongside options in the catalogue produced by the clerk. The clerk advised that the chosen design could be finalised by the Cllrs under the Standing Order procedure which would enable the purchase to be progressed with a view to having benches in place for the Summer. Cllr Hedworth is aware of a local contractor that could be used to install the benches securely and it was **agreed** that he would work with the clerk to obtain an estimate for this.

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

Discussion of current situation and decision on any required action.

The clerk confirmed that the consultation was now closed and it was anticipated that the Government would publish new proposals later in the year.

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

The clerk raised the question of whether the local contractor should be approached again this year to carry out Hedge Trimming in the village. Cllrs **agreed** that two cuts were required and authorised the clerk to seek confirmation that these could be carried out at last year’s price. Cllr Hedworth was authorised to liaise with the clerk and contractor if required.

4.5 Footway Lighting - Current situation.

The clerk read out the latest letter to be received from Allerdale BC and passed out copies of the relevant questionnaire for consideration. The CALC advice/position was also outlined. Cllrs discussed the situation and **agreed** that the importance of all the existing lights should be stressed to Allerdale. The Council felt that there were no lights that could be nominated for removal. It should also be stated in the response that they would like to see the re-instatement of the lights which had already been removed. The clerk was instructed to complete the form accordingly.

4.6 Purchase of rubbish collection materials for the village and use during ‘litter picks’.

Cllr Willis had advised the Chairman prior to the meeting that it was no longer necessary to purchase any materials at this point as some free materials had been obtained from CPRE.

4.7 Arrangements for Annual Parish Meeting.

Cllrs **agreed** that the arrangement for the meeting should follow those used previously.

4.8 Parishioner request for signage to the bowling club.

The clerk read out the request that he had received via Cllr Tweddle and expressed his thanks to Cllr Fairbairn for the advice he had received. Full details would need to be supplied to Cumbria CC and it was **agreed** that the clerk should write accordingly to the Bowling Club.

4.9 Deposition of materials/records in Carlisle Archive Centre.

The clerk advised that he was in possession (via the Chairman) of the minutes and records of the ‘Kirkbride Friends and Neighbours’ organisation for 1978-2003. Cllrs **agreed** that it would be a good idea if these were deposited in the Archive Centre.

Cllr Noblett said that she also had some old photographs and related material that could be usefully deposited there. The clerk would investigate this with the Archive Centre.

4.10 Parish Council Auditor.

The clerk informed Cllrs that Mr Isaac wished to retire from the post following the conclusion of this year’s audit. The clerk asked Cllrs to consider possible replacements for future consideration. It was also understood that CALC would be providing details shortly of changes proposed by Central Government in the appointment of auditors.

## 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.

The clerk confirmed that the Precept had been successfully submitted to Allerdale and that nothing further had been received from the Authority. CALC had written to Allerdale BC objecting to the proposed reduction in the Local Support for Council Tax, especially in view of abolition of any Concurrent Grant payment towards grass cutting costs in the Parish. To date there had been no response from Allerdale BC. **Noted**

5.2 Royal British Legion receipt and thanks for donation.

The clerk produced the letter which was **noted.**

5.3 Allerdale BC – Playground Inspection Report. Discussion of contents and possible action.

There was no action to report or items that needed addressing.

5.4 Consideration of playground painting quotation.

The clerk provided details to Cllrs of the painting quotation for work in the playground. The anticipated cost of £120 excluding VAT was **approved** and the clerk instructed to write accordingly to the contractor**.**

5.5 Cumbria CC Highways Team information.

The clerk showed Cllrs the information pack which had been received. – **noted.**

5.6 Toma Fund (Children’s Cancer Charity) request for donation.

The clerk read out the request for support which was **noted** with no action.

5.7 Citizens Advice Allerdale - request for financial assistance.

The clerk read out the request for support which was **noted** with no action.

5.8 Sandra Hodgson e-mail enclosing poster concerning Allerdale Borough Council.

The clerk read out the e-mail and produced the relevant poster which was **noted** with no action.

5.9 Cumbria CC (via CALC) – position on re-filling of grit bins.

The clerk informed Cllrs that it appeared that in future Cumbria CC proposed to charge for the re-filling of grit bins. The cost being dependent on a number of factors such as distance and whether other bins were being re-filled in the area at the same time. This apparent change of policy was **noted.**

5.10 Mrs P Smith – letter concerning the safety of Howwath Bridge and previous Parish Council action.

The clerk provided Cllrs with a copy of the letter that had been received from Mrs Smith. Prior to the meeting the clerk had searched the records but could locate no evidence to indicate that the Council had discussed the safety of the bridge at an earlier date. Cllrs were aware that the inquest following the fatal accident had not yet taken place but in the light of local concern felt that the council should express its concern at this point. It was **agreed** that he clerk should write to Cumbria CC requesting a priority review of safety on the bridge, in particular highlighting the Council view that a crash barrier on the west parapet for vehicles heading east should be considered.

5.11 Mayor of Allerdale - invitation to participate in World War 1 commemorative event.

The clerk reminded Cllrs of the invitation which was **noted** with no action.

5.12 Kirkbride PCC – donation request toward the cost of porch repair.

The clerk provided details of the letter from the PCC and the advice that he had had sought and received from CALC concerning the legality and handling of any donation of this nature to a religious institution. Following discussion a donation of £400 was subsequently **agreed**  in accordance with its powers under section 137 of the Local Government Act 1972. The expenditure, in the opinion of the council, being in the interest of the area and its inhabitants.

## 6 Finance

**6.1 Information**

6.1.1 To approve accounts to 31st January 2014 and 28th February 2014 – available at the meeting. – **approved.**

6.1.2 Budget for 2014/15 – latest on Precept submission.

See item 5.1

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

Some changes had been made during the year and the existing arrangements were considered again to be fit for purpose and **approved.**

6.1.4 BDO Audit Briefing document.

The clerk advised that the anticipated forms had surprisingly not yet been received and he would chase if necessary. – **noted.**

6.1.5 To review clerk’s terms and conditions and approve payment of clerk’s salary at the new rate for point 18 of the salary scale w.e.f. 1/4/14.

The clerk provided details of the resulting additional cost and the increase was **approved.**

### 6.2 Payments to approve.

### 6.2.1 Clerk’s salary: £421.14 – approved.

### 6.2.2 Clerk’s Expenses: postage + stationery £13.06; broadband £10.66 + phone £4.00, travel 8m @36p= £2.88,

###  total £30.06 - approved.

6.2.3 Kirkbride Learning Centre (Cumbria CC) payment for newsletter printing. **£16.00 – approved.**

6.2.4 Bowness on Solway PC – share of consumables **£27.84 – approved.**

6.2.5- Information Commissioner: by direct debit **£35.00 - approved.**

6.2.6 – Chairman’s Allowance **£60.00 – approved.**

An additional payment of £400 was agreed under item 5.12.

**7 Planning**

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

7.1.1 – 2/2013/0729 Application from Mr T Gordon to Allerdale BC to extend an existing Planning permission 2/2008/0937 at Ivydene, B5307, Kirkbride. – **noted.**

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

7.2.1 - 2/2014/0022 Installation of biomass boiler and pool plant room extension, Gordon House, Kirkbride – Mr T Fox.

The clerk advised that there had been **no objections.**

7.2.2 – HRN/2014/0002 Hedgerow removal application, Townhead Farm, Kirkbride – Mr A Hedworth & A and C Hedworth.

Cllrs were aware of the comment submitted by Mr Mawby to Allerdale BC. The clerk advised that there had been **no objection** to the proposal by the Council.

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

7.3.1 – 2/2013/0579 Wind turbine, Studholme Farm, Kirkbride. - Withdrawn

7.3.2 – 2/2013/0519 Erection of eight wind turbines, High Pow, Bolton New Houses. - Withdrawn

7.3.3 – 2.2013/0583 Erection of biomass boiler, Land at West Lane, Kirkbride. - Cancelled

7.3.4 – 2/2013/0774 Ground floor extension and roof alterations, Birch Hill House, Birch Hill Lane, Kirkbride - Mr B. Day – Permission Granted.

7.3.5 – 2/2013/0840 Listed building consent to replace floor, Midtown Cottages, Kirkbride. – Mrs D Bullock. – Permission Granted.

7.3.6 – HRN/2013/0010, 0011, 0012 Hedgerow Removal Notices Townhead Farm, Kirkbride – Mr Alan Hedworth & A and C Hedworth – Decision ‘Important Hedgerows.

**All the above were noted.**

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

7.4.1 - 2/14/9002 Bridlebridge over the River Wampool grid reference NY2367 5805 - Cumbria County Council.

Following careful consideration and discussion of the documentation, which had been circulated prior to the meeting, **no objection** was raised. However, the clerk was instructed to pass on the following comments to Allerdale BC. There is some concern that a tidal surge may cause flooding problems upstream as the bridge could act as a restriction to tidal/river flow. The Council feel that the County Council should accept liability if the design of the bridge poses issues in the future.

7.4.2 – 2/2014/0113 Biomass storage facility incorporating solar panels, Gordon House, Kirkbride – Mr Tom Fox.

The papers were examined by the Cllrs and **no objections were raised.**

**8.1 Documents received for comment**

8.1.1 - Allerdale Local Plan (Part 1) Consultation on Schedule of Main Modifications following Examination Feb 2014

The clerk and the Chairman appraised Cllrs of the documents, which had been viewed online by some Cllrs.

The documents were **noted without action.**

**Cllrs agreed to continue beyond 9.30 on order to complete all the Agenda items.**

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

8.2.1 CALC Circulars for February and March.

8.2.2 Cumbria CC revised No71 Bus Timetable.

8.2.3 Aquatic Environmental Solutions – details of services offered.

8.2.4 Solway Wetlands Partnership – Wildlife Events.

8.2.5 Neighbourhood Forum details for February.

8.2.6 CALC – Government Transparency Code.

8.2.7 CALC - Draft Regulations: Openness of Local Government bodies 2014.

8.2.8 CALC – Minutes of the Allerdale three tier meeting in December 2013 meeting and March 2014 agenda.

8.2.9 Wicksteed playscapes services information.

All the above documents were **noted.**

##### 9 Claypit Charity

Nothing to report - **noted**

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

10.1 Clerk

The clerk notified Cllrs that a representative for the AONB may be required in the near future and asked Cllrs to consider if this may be of interest to any of them. Cllrs were reminded that a new Chairman would be required at the May meeting as Cllr Day’s period of office was due to end then. Some discussion concerning this then took place.

10.2 Councillors

No items were raised.

**11 Meeting dates**

11.1 **Date of next meeting: Parish Council Meeting** Tuesday 13th May 2014 at7.00 p.m. in Kirkbride School**.**

The clerk reminded Cllrs that this was the Annual Parish Meeting followed by the usual business meeting. . – **noted**

11.2 **Future meetings: on Tuesdays:**  8th July 2014 at 7.00 p.m. in Kirkbride School. – **noted.**

**The Chairman closed the meeting at 9.45 p.m.**