

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

**Held on Tuesday 8th May 2012 following the Annual Parish Meeting in Kirkbride School.**

Present:

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

County Councillor Fairbairn, Borough Councillor Cowell.

Public attendance: Mr CJ Bate, Miss JA Bate, Mr E Willis, Mr A Brannan.

Public apology: Mr J.Dilley.

Clerk: M Abbs

## To elect chairman, who will then sign the form of acceptance of office.

## Cllr Day was re-elected chairman and then signed the declaration of office.

* 1. **Apologies for absence and declarations of interest**

No declarations of interest were made at this point.

**1.3 To elect vice chairman.**

Cllr Little was re-elected vice chairman.

* 1. **To elect** representatives to BTC Neighbourhood Forum, Allerdale ALC

A representative on Bowness, Thursby and Caldbeck Neighbourhood Forum. – Cllr Kirk was appointed.

A representative on Allerdale Association of Local Councils. – nobody was appointed.

* 1. **To consider re-adoption or amendment of standing orders**

Cllrs discussed the standing orders and agreed that the reports from Borough and County Councillors should follow public participation and instructed the clerk to make the change. The Standing orders were then re-adopted.

* 1. **To appoint:**
		1. One member as Highways contact.

Cllr Willis was appointed as the Highways contact

**2 Minutes** (previously circulated).

**2.1 To approve** the draft minutes of the Meeting of the Parish Council held on Tuesday 13th March 2012 – **these were 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

Cllr Day reported that there had been a recurrence of fly-tipping on the ‘concrete pad’. He had raised this with the person believed to be responsible and was confident that the matter would be resolved without further action needing to be taken. Cllr Day notified members of two additional planning matters that had been handled under the standing order procedure. Firstly, no comments or objections had been made concerning the proposed road closure near the pub for the Royal Jubillee celebrations. Confirmation that the closure would go ahead had been received from Allerdale Borough Council. Secondly, the council had raised no objection to Allerdale Borough Council in respect of application 2/2012/0226 for the erection of a wind turbine at Sycamore House, Kirkbride. However, comment had been made suggesting that it could be located further away from the village.

The council had been required to respond quickly before the Parish Council meeting to Allerdale B C and the correct standing order procedure had been followed. Subsequently, the strength of local opposition to the application had become apparent and the Chairman expressed regret that the council was unaware of these views when the response to Allerdale B C was made in order to meet the required deadline.

3.1.1 Play area: report from DT

Cllr Tweddle reported that there had been some damage caused to the see-saw by vandalism. Replacement parts had been ordered and would be installed upon receipt. Such damage was not common and it was hoped that it would not be repeated.

3.1.2 Footpaths: (AN); Cllr Noblett advised that some kissing gates were to be installed near the sewage works. The possibility of further funding from Capita may be explored and the Council would be informed of progress at future meetings.

3.1.3 Highways steward (SW): Cllr Willis reported that since the last meeting a dangerous footpath had been reported along with a blocked gully.

3.1.4 Newsletter group

Cllr Kirk confirmed that the latest newsletter had been completed and distributed around the village. Distributors were thanked for their work and the Chairman thanked Cllr Kirk for her work.

3.2- by the clerk

3.2.1 Response made to MRWS nuclear waste repository consultation.

The clerk confirmed that the response authorised at the previous meeting had been made concerning the consultation.

3.2.2 Response made to Mr Millie concerning MRWS nuclear waste repository consultation.

In addition to the official formal response to the MRWS partnership the clerk explained that he had received an e-mail from Mr Millie seeking clarification on the matter. After consulting the chairman, he had clarified the council’s position to Mr Millie. The clerk reported on other action taken since the March meeting. The clerk confirmed that he had sent off the Councils response to the2/2012/0226 Sycamore House planning consultation in accordance with the standing order procedure. The road closure consultation relating to the Queen’s Diamond Jubilee had been handled under standing orders and did not require a formal response as no objections were raised by the members consulted. The clerk advised that the defective speed warning sign near the playground had been reported again to Cumbria County Council Highways department.

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

There was no public participation. The County and Borough Councillors then gave their reports.

Borough Cllr Cowell advised that there was little news to report to the meeting. He pointed out that the labour party had taken control of Allerdale Borough Council.

County Cllr Fairbairn commented on recent increases in Council tax. He then informed the meeting that planning applications relating to wind farms/turbines had proved controversial in other Parishes. He then responded the questions comments from Councillors. Cllr Fairbairn informed the meeting about the new rules concerning Declaration of Interest.

**4 New business**

4.1 Clerk

4.1.1To consider the re-appointment of PL Gauntlett Accounts Ltd to handle PAYE for the Council at the previous annual rate.

The clerk outlined the position and the re-appointment of the existing accountant was **agreed**.

4.1.2 To re-appoint H.Isaac as the Council’s Internal Auditor.

The clerk advised that Mr Isaac was willing to continue as Internal Auditor and his re-appointment was **agreed.**

4.2 Cycle Track – discussion of any developments.

The clerk advised that he had received no correspondence on the matter. There was some discussion of possible sites but none had been found that were suitable to date. The chairman accepted a written submission from Mr A Brannan and Mr E Willis. The clerk advised that this would need to be considered after the meeting.

4.3 Bus Shelter replacement – update on current progress/situation.

To discuss and approve any required action.

Cllr Day confirmed that the order for the new bus shelter had been placed following consultation with the clerk. Cllr Taylor was thanked for arranging for the site to be cleared. Cllr Day was thanked for his work so far. It was **agreed** that he had authorisation to progress the project further in conjunction with the clerk. Cllrs would be consulted as per the standing orders if necessary. The clerk reminded Cllrs that the anticipated cost was around £5000 (ex VAT) and that to date the project was on budget.

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

To date no meeting had taken place to discuss the site but it was hoped to arrange one shortly.

The possible use of ‘window style’ noticeboards here and at the Church Hall was discussed. The clerk advised on the history and experience of similar ones in Bowness Parish. Exploration of this and other alternatives was to be explored further.

## 5 Correspondence

5.1 Natural England: renewal of management agreement Wedholme Flow.

The clerk advised that he had been in contact with Natural England which was once again turning its attention to this matter. Correspondence may be received shortly. Payment relating to any new agreement would not be back dated.

5.2 RBS offer of banking services. – **noted.**

## 5.3 Environment Agency latest Internal Drainage Board Briefing.

The clerk advised that this was now progressing to the next stage and directed members to the relevant website should they wish to read about the current situation relating to this complex issue. - **noted**

5.4 Information Commissioner – Confirmation of renewal. - **noted**

5.5 Kirkbride Learning Centre – request for support.

The application was discussed and a £300 grant award was **agreed.**

5.6 Kirkbride Jubilee Event Committee – request for support.

The request was discussed and a grant of £150 was **agreed.** The Clerk to make the cheque payable to the Carnival Committee.

5.7 Kirkbride School – request for support for Jubilee Event.

The request was discussed and a grant of £90 **agreed.**

5.8 CALC - notification of its stance on the nuclear waste repository proposal.

The clerk advised that CALC had now published its summary of all views held by Cumbrian Councils along with its own conclusion/stance on the matter.

5.9 Mr Millie (e-mail) clarification sought concerning the MRWS nuclear waste repository consultation and the position of the Council.

See item 3.2.2

5.10 Anthorn Sports Club - letter of thanks and receipt for supporting tennis coaching.

## 6 Finance

**6.1 Information**

6.1.1 **To approve accounts** to March 31st 2012 (circulated with this agenda)

 print-out of Receipts & payments book; 3-year comparative summary;

 bank reconciliation & explanation of variance;

bank statements to 31st March 2012

**all approved**

6.1.2 **To approve** annual return: accounting statements & governance statement. – **approved and signed.**

6.1.3 **To note** report of internal auditor. – **noted.**

6.1.4 **To note and confirm** details of asset register. – **noted and confirmed.**

6.1.5 **To approve** accounts to April 30th (available at meeting). – **approved.**

6.1.6 Information Commissioner: confirmation of registration renewal to 6/4/13. – **noted.**

6.1.7 VAT return: refund received for 2011/2012 £691.53 – **noted.**

6.1.8 Allerdale BC: precept: instalment 1- £5350 – **noted.**

6.1.9 Allerdale BC: precept underpayment for 2011/12 £700 **– noted.**

6.1.10 **To review clerks terms and conditions and approve** payment of clerk’s salary at the new rate for point 16 of the salary scale w.e.f. 1/4/12.

The Chairman pointed out that he was aware that the clerk had been working far more than his contracted hours. Following discussion it was **agreed** that the clerks paid hours should be increased by an hour to 5.5 per week. The movement of one point to 16 on the pay scale was also **agreed**. Both measures to apply for the current financial year.

### 6.2 Payments to approve.

### 6.2.1-Clerk’s salary: £ 333.26

In response to 6.1.10 above it was **agreed** to authorise a payment of **£407.31**

### Expenses: postage etc £13.70; telephone £4.00/broadband £10.66 = £28.36, travel 12m @ 36p=£4.32, total £32.68 - agreed

6.2.2- Information Commissioner: **£35.00** by direct debit and confirmation of renewal of registration – **agreed.**

6.2.3- Aon Insurance: renewal premium **£308.10 - agreed**

6.2.4- Cumbria CC: for Children’s Playing Fields Association CPFA **£20.00 - agreed**

6.2.5-A N Other: chairman’s allowance **£60.00** – agreed but payment was deferred at the request of the chairman.

6.2.6- H Isaac: internal audit fee **£60.00 – agreed.**

6.2.7 CALC: subscription renewal 2012/13 **£146.00 – agreed.**

6.2.8 - P L Gauntlett: share of invoice (£100) for PAYE services **£33.33 -agreed**

6.2.9 - Kirkbride Primary School - printing of newsletter **£22.00 – agreed.**

6.2.10 CGM Grass cutting - **£136.79**.(incl VAT £22.72) **– agreed.**

**7 Planning**

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

7.1.1 - 2/2011/0076 Appeal on refusal to erect bungalow, Linden Lea, Kirkbride.

7.1.2 - 2/2011/0751 Appeal on refusal to allow a Conservatory, Coniston, Kirkbride.

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

7.2.1- 2/2012/0142 Modifications to existing building Rodway West Lane Kirkbride. – noted

The clerk also drew attention to 2/2012/0226 the erection of a wind turbine at Sycamore House, Kirkbride which was reported under item 3 by the Chairman and Clerk. - **noted**

**7.3 Applications decided by Allerdale BC**

7.3.1 - 2/2012/0087 Appeal: Extension and modifications, 2 Powhill, Kirkbride. – approved.

7.3.2 – 2/2012/0053 Erection of 2 storage buildings, Kirkbride airfield. – approved.

7.3.3 – 2/2012/0112 Single storey extension,Camanna Bush Terrace, Kirkbride – approved.

7.3.4 – 2/2011/0938 Turbine, Shaw House, Kirkbride - approved

**All the above were noted.**

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

None

**8.1 Documents received for comment**

None

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

8.1 Plantscape – catalogue on DVD.

8.2 CCC Travel map and guide.

8.3 NHS Cumbria – May meeting concerning a smoking ban in playgrounds.

8.4 CALC County Circular April 2012.

8.5 CALC County Circular May 2012.

8.6 CCC Local News and Views.

8.7 Clerks and Councils Direct May 2012.

**All the above were noted.**

##### 9 Claypit Charity

**9.1**  Report from clerk

Completion of registration with the land Registry.

The clerk explained that he believed that the matter had finally been concluded satisfactorily.

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

**1-**members of the Council

**2-** the Borough Councillor

See under item 3.3

**3**-the County Councillor

See under item 3.3

**4-** the Clerk

The clerk advised that he had just been handed a letter from Mr CJ Bate and Miss JA Bate relating to the Planning Application concerning the wind turbine at Sycamore House, Kirkbride.

Cllrs were notified that measures were being taken in respect of ‘pre-determination’ by Cllrs at Council meetings.

**5-**Police report

The clerk advised that noting had been received.

**11 Meeting dates**

**11.1 Date of next meeting: Parish Council Meeting:**

**Tuesday 10thth July at 7.00 p.m. in Kirkbride School.**

**11.2 Future meetings: on Tuesdays:**

**Tuesday 11th September at 7.00 p.m. in Kirkbride School.**

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