

Holme East Waver Parish Council

Minutes of the Meeting of the Parish Council Held in the Parish Hall, Newton Arlosh on Thursday 10th March 2016 at 7.30pm.

Present: Chairman V Hodgson
Councillors: Bell, Logan, Roper, Stockdale and Wallace
Borough Councillor: Cllr A Hedworth
County Councillor: Absent
Public attendance: Mr A Long
Clerk: M Abbs

1.1 Apologies for absence and declarations of interest.

The clerk advised that he had received apologies from PCSO Nichol and County Cllr Markley.

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.

The clerk had received no requests for dispensations.

An on-going dispensation is in force with regard to the Precept.

DECLARATIONS OF INTEREST

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

Cllr Hodgson had previously declared an interest in item 8.3.2 and re-affirmed this.

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

2.1 To approve the draft minutes of the meeting of the Parish Council held on Thursday 14th January 2016 – **approved and signed.**

3 Report on action taken...

3.1 ...by members of the Council

No matters were reported at this point.

3.2 ...by the clerk

The clerk would report on actions later in the agenda.

3.3 **Public participation.** (At the chairman's discretion)

Mr Long addressed the meeting and explained that he had recently contacted the clerk to request a letter of support for his planning application, which he informed Cllrs had recently been declined. He informed Cllrs of the reasons he had been given for this decision and provided documentation for examination by Cllrs. He considers his application to be sympathetic to the environment. Questions were asked by the Parish and Borough Cllrs.

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The clerk explained that Mr Long's request would have to be handled by the Standing Order Procedure as his communication had been received too late for the Agenda. The clerk advised that he had checked on the status of the application prior to the meeting on the Allerdale BC website and the application was shown as 'Pending'.

Cllr Hedworth was invited to speak by the Chairman but said there were no significant matters to bring to the attention of Cllrs.

Mr Long then left the meeting.

4 Correspondence

To review correspondence received and take any appropriate action.

4.1 Connecting Cumbria Broadband update.

The clerk and Cllr Logan confirmed that there was no significant news to report.

4.2 Footway Lighting - Current situation.

The clerk read out the letter which had been sent to Allerdale BC by Miss Katherine Reeves expressing her objection to the installation of the new street light near Granville House. Cllrs had been made aware of her letter prior to the meeting and some local consultation had taken place with neighbours. Cllrs are aware of residents in the area who are 'delighted with the new light' and who would not be happy should it be lost. The new light replaced an old nearby light which was removed and some local consultation had taken place. The clerk was instructed to advise Allerdale BC accordingly.

4.3 Newton Arlosh Traffic Survey/speeding request update.

The clerk advised that he had once again pursued that matter with Cumbria CC but had not received an answer. The clerk was instructed to keep requesting the survey and to ask Cllr Markley to become more involved in the matter.

Cllr Hedworth gave his apologies and left the meeting.

4.4 Pensions Regulator

The clerk explained that the staging date for the Council had just passed and that he was not eligible for a pension. He had been in touch with Mrs Gauntlett who was willing to assist with the required paperwork, if necessary, but believed that her help would not be required. It was **agreed** that the clerk could liaise with the Chairman with regard to any required paperwork necessary to meet legal compliance.

4.5 Citizens Advice Allerdale – request for financial assistance.

The clerk read out the request which was **noted without action**.

4.6 Via CALC – External Audit for Smaller Authorities – latest update.

The clerk advised Cllrs of the current situation and future changes. It was **noted** that there were no significant changes to the Audit for 2015 -16.

4.7 Stephen and Carole Woodman – Success Regime engagement.

The clerk read out the e-mail from the Woodmans. Following discussion, it was **noted** without action.

4.8 Sue Hayman MP – change of address for constituency office.

The change was **noted**.

4.9 Newton Arlosh and Saltcotes Marsh – Condition of Wylie Cottage road.

The clerk notified Cllrs of the copy correspondence he had received. Cllrs shared the concern about the poor condition of the road and the clerk was instructed to write to the Cumbria CC Highways Department and request repairs prior to the 1st of May.

4.10 HM Queen's 90th Birthday celebrations.

The clerk read out the correspondence which was **noted without action**.

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

The clerk advised that the latest S137 limit had not been released yet. He had contacted Kirkbride PC and requested co-operation to utilise the Kirkbride Community website in order to meet the requirements of the Transparency Code. Kirkbride PC had raised no objections and Cllr Kirk, who was also involved with the website was going to pass on the HEW PC request at a forthcoming meeting. The situation was **noted**.

5 New business

5.1 Playground – report on developments since last meeting and current situation.

Consideration of the Inspection Report.

The clerk explained that Allerdale BC had advised that due to difficulties with Playground Inspections a new Inspector had been appointed and the Authority required confirmation from the Council that it still required it to arrange the inspection. Councillors **confirmed** that this was still the case.

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Cllr Logan advised that in his opinion there were no matters requiring immediate attention. Some equipment may require 'patch painting' and the Chairman advised that he would also investigate. – **noted**.

5.2 Parish Council Auditor.

The clerk advised that he had agreed a date for the annual internal audit with Mrs Gauntlett which would enable the required legal timetable to be met.

5.3 Community Access Defibrillators – information update and possible decision. See 8.1.2

The clerk advised that the planning application was still outstanding and no further correspondence had been received. – **noted**.

5.4 Arrangements for the Annual Parish Meeting.

Cllr Roper expressed the view that the usual flyers to households prior to the meeting were not resulting in a large attendance. Following discussion, it was **agreed** that flyers would not be distributed this year and the clerk would arrange for the meeting to be publicised in the Parish Magazine alongside the legal requirements.

6 Finance

6.1 Information

6.1.1 To approve accounts to 31st January and possibly 28th February (available at the meeting)

Cllrs took the opportunity to review the Council's spending for the year. Both sets of accounts were examined and **approved**.

6.1.2 **Budget** for 2016/17 – latest on Precept submission. CTRS Grant confirmation.

The clerk confirmed that the CTRS allowance for the forthcoming year had been confirmed by Allerdale BC to be £49.83. This figure had been inserted into the budget for next year which was then **confirmed**.

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

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 it was **agreed** that the existing arrangements were fit for purpose and **approved**.

6.1.4 BDO Audit Briefing document.

The clerk advised that the usual Briefing Document had, surprisingly, not been received so there were no matters to bring before the council for consideration.

6.1.5 To review clerks terms and conditions and approve payment of clerk's salary at the new rate for point 20 of the salary scale w.e.f. 1/4/16.

The clerk explained the pay scales and the effect that the adoption of the new pay point would have on the Council's finances. This was **agreed**.

6.2 To approve the following payments

6.2.1 Clerk: salary **£289.71 – approved**.

6.2.2 Clerk: expenses: phone £4.00 broadband £10.66, postage etc. £3.08, mileage 16miles at 36p /mile £5.76, Total **£23.50 – approved**.

6.2.3 Allerdale BC fee for playground inspection £56.00 + £11.20 VAT = **£67.20 approved when invoice received**.

6.2.4 Bowness on Solway PC – share of consumables anticipated amount **£32.89 – approved**.

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

6.2.6 Chairman's Expenses (second payment) **£30.00 – approved**.

7 Highways

7.1 Highways steward (report from ER)

See also item 4.9. Some potholes had been notified to the Authority and repairs carried out. Cllr believe that the maintenance work on the culvert near Wylie Cottage may not have been successful and the clerk was instructed to write and request further investigations.

8 Planning.

8.1 Applications on which Allerdale BC decision is awaited.

8.1.1 – 2/2015/0470 Outline application for the erection of 10 dwellings etc. West Farm, Newton Arlosh. (Mr J Atkinson).

8.1.2 – PB/2015/0039 – Removal of telephone and replacement of defibrillator phone box, adjacent to village hall, Newton Arlosh.

The above were **noted**.

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8.2 Applications decided by Allerdale BC and Cumbria CC.

8.2.1 – 2/2015/0737 Extension to ground floor facility to provide first floor bedroom and ground floor lounge area, Aspen House, Newton Arlosh. (Mrs J Tuck). – permission granted. – **noted**.

8.2.2 – 2/15/9015 Section 73 application to vary conditions to allow revised site layout and design, land between Lowther Farm and Kirkbride Industrial Estate, Kirkbride. – permission granted. – **noted**.

8.2.3 – 2/2016/0013 Application for amended plot layout – retrospective, Plot 1, The Oaks, Newton Arlosh, Wigton. (Mr A Monkhouse) – permission granted. – **noted**.

8.3 Applications dealt with under standing order

8.3.1 – 2/2016/0013 Application for amended plot layout – retrospective, Plot 1, The Oaks, Newton Arlosh, Wigton. (Mr A Monkhouse)

The clerk confirmed that there had been no objections – **noted**.

8.3.2 – 2/2016/0049 Reserved matters application for a single dwelling following outline approval 2/2015/0160, Land at Watch Hill Farm, Newton Arlosh. (Mr A Long)

The clerk confirmed that there had been no objections – **noted**.

8.4 Applications to be considered at this meeting.

None – **noted**.

9.1 Documents received for comment.

9.1.1 Allerdale BC – Developer Contributions Supplementary Planning Document.

The contents of the documents had been **noted without comment**.

9.1.2 Coastal Community Group – Draft Plan Silloth on Solway.

The contents of the documents had been **noted without comment**.

9.2 Documents received for information (available on request to clerk)

9.2.1 CALC Circulars for February and March.

9.2.2 United Utilities News

9.2.3 North West Coastal Access Monthly Update.

9.2.4 Northern Gas Networks - details of open day on 28th April 2016.

9.2.5 Solway Coast AONB – Events update.

9.2.5 Allerdale BC – notification of three tier meeting at Cockermouth on 24th March 2016.

9.2.6 Tower Mint Ltd – HM Queen Elizabeth II 90th Birthday Commemorative Medal.

9.2.7 West, North and East Cumbria Success Regime Progress report.

9.2.8 Environment Agency / NFU Water Level Management Board Newsletter.

9.2.9 ACT Gazette – Spring 2016

All the above were **noted**.

10.1 Any information brought by members of the Council

Cllr Roper wondered about the situation concerning payments by Natural England in respect of the mossland owned by the Council. The clerk said he would include the matter on the May Agenda.

The condition of the Bench at the Acre was raised and the clerk said he would include the matter on the May Agenda.

Cllrs mentioned the uncertainty surrounding the local Community Committee following a number of resignations which were understood to have occurred.

10.2 Any information brought by Borough Councillor.

Cllr Hedworth gave his report earlier.

10.3 Any information brought by County Councillor.

Absent.

Cllr Wallace gave her apologies and left the meeting. Cllrs agreed to complete the Agenda.

10.4 Any information from the clerk.

The clerk brought the communication from Mr Long to the attention of Cllrs and explained that it would need to be handled under the Standing Order procedure.

10.5 Police report

The clerk read out the report. – **noted**.

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11 Meeting dates.

11.1 Date of next meeting Annual Parish Meeting followed by Parish Council Meeting on **Thursday 12th May 2016 at 7.00p.m** in **Newton Arlosh Village Hall**

11.2 Future date: **Thursday 14th July 2016 at 7.30p.m.** in **Newton Arlosh Village Hall**

The dates were noted and the Chairman closed the meeting at 9.40p.m.