

# Holme East Waver Parish Council

## Minutes of the Annual Meeting of the Parish Council

Held in the Parish Hall, Newton Arlosh on Thursday 14<sup>th</sup> May 2015 following the Annual Parish Meeting.

Present: Chairman V Hodgson

Councillors: Bell, Logan, Roper, Stockdale and Wallace.

Borough Councillor: A.Hedworth

Public attendance: None

Clerk: M Abbs

**1.1 To elect chairman**, who will then sign the form of acceptance of office

Cllr Hodgson was unanimously **elected** as Chairman. The form of acceptance of office was then **signed**.

**1.2 All Members** to sign forms of acceptance of office

All members then **signed** the required acceptance of office forms.

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

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

There were no declarations of interest.

### 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.

No additional requests were submitted.

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.

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.

**1.4 To elect vice chairman**

Cllr Bell was unanimously **elected** as vice chairman.

**1.5 To elect** representatives to BTC Neighbourhood Forum and Allerdale ALC

No appointments were made to these roles.

**1.6 To consider re-adoption or amendment of standing orders**

The standing orders were considered fit for purpose and **adopted** unchanged.

**1.7 To appoint** one member as Highways contact

Cllr Logan was **appointed** as the contact.

**1.8 To remind members to complete election expenses forms**

The clerk confirmed details of the correspondence he had received from Allerdale BC and confirmed that he had put up all the requested information on the noticeboards. He reminded Cllrs of the forms they now needed to complete following the Election and to whom they should be sent. He offered to collect the documents and subsequently forward the ones he received to Allerdale before its deadline. This was **noted**.

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### 2 Minutes

**2.1 To approve** the draft minutes of the meeting of the Parish Council held on Thursday 12<sup>th</sup> March 2015 - – **approved and signed.**

### 3 Report on action taken...

3.1 ...by members of the Council

No matters were reported.

3.2 ...by the clerk

Details were given of the course he had attended on Data Protection which had been organised by CALC. – **noted.**

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

Cllr Hedworth, the recently elected Borough Cllr, introduced himself and said he would do his best to serve the local community in his new role. He had no matters to report at this early stage. Having been welcomed by those present he left the meeting.

Items 6 relating to Finance were taken at this point following which Cllr Hodgson had to leave the meeting and Cllr Bell took the Chair.

### 4 Correspondence

To review correspondence received and take any appropriate action.

4.1 Connecting Cumbria Broadband update.

The clerk advised that there were no developments to report. He still understood that Newton Arlosh would be part of 'Phase 2' of the scheme. A query from a new resident in the Parish had been handled.

4.2 Footway Lighting - Current situation.

The clerk advised that there were no significant developments to report, though he was aware that the matter was being actively considered at Allerdale BC. – **noted.**

The clerk was asked to enquire as to when the recently installed light would be connected and operational

4.3 Newton Arlosh Traffic Survey/speeding request update.

Cllrs expressed their frustration that the survey results, if carried out, were not yet available and **agreed** that the clerk should bring the situation to the attention of the County Cllrs if necessary.

4.4 Tidal Lagoon West Cumbria - Early stage proposals for development of a Tidal Lagoon on the West Cumbrian Coast.

The clerk provided details of the correspondence he had received from 'Tidal Lagoon Power' concerning their proposals. These were **noted and the clerk instructed to contact the organisation to notify it of the Council's wish to be kept updated of developments.**

4.5 Allerdale BC – Overview and Scrutiny Committee - opportunity to make suggestions.

The clerk outlined the correspondence received which was **noted without action.**

4.6 Adam Curtis web design – offer of services to build website.

The clerk provided details of the service offer which was **noted.**

4.7 Newton Arlosh Community Committee - thank you for grant and accounts.

The clerk produced the card and accounts which were **noted.**

Cllr Wallace gave apologies and left the meeting at this point.

### 5 New business

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

Whilst there were no urgent matters that needed to be addressed, the programme of on-going improvements was proceeding. The Chairman and Cllr Logan appraised Cllrs of the work to date and current progress. The clerk updated Cllrs on his current enquiries into suppliers. It was **agreed** that the clerk should continue to work with the Chairman and Cllr Logan on the agreed improvements and consult the remaining Cllrs when necessary.

5.2 Parish Council Auditor and PAYE arrangements.

The Cllrs affirmed their appreciation of Mrs Gauntlett's work and unanimously **agreed** to re-appoint her.

5.3 Community Access Defibrillators – information update and possible decision.

The clerk informed Cllrs of the recently received correspondence from Allerdale BC concerning the utilisation of phone boxes for defibrillators. This would need to be handled under the Standing Order procedure. However, until the full details of this new proposal became clear, Cllrs **agreed** that **no action** should be taken on other arrangements.

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5.4 National Grid / North West Coast Connections – consideration of any developments following the consultation closure. The clerk advised that there were no developments to report.

5.5 Allerdale BC – election related correspondence.  
Relevant matters were covered earlier by item 1.8

5.6 Audit and Transparency Regime – new requirements.

The clerk briefed Cllrs on the new Transparency Code for smaller authorities. This requires Councils to publish a range of information on a publicly accessible website. This needed to be done in the first instance by 1<sup>st</sup> July 2015, and then subsequently each year. Cllrs noted the deadline and instructed the clerk to explore the options available to the Council, including CALC and local providers; and **agreed** that they would strive to meet the required deadline. It was **agreed** that the clerk should take this forward with the Chairman and keep Cllrs informed of developments.

5.7 Current situation concerning re-cycling facilities.

Cllrs discussed the current situation and affirmed their opinion that the best solution to the problem would be the introduction of the 'purple bag' scheme to the Parish. It was **agreed** that the clerk should take this forward the Chairman and Borough Cllr Hedworth.

5.8 Natural England – concern over condition of a lonning.

The clerk provided details of a phone call he had received from Natural England (NE) concerning a lonning onto the moss land from the village. NE considered that damage to the lonning was being caused by vehicles and had outlined possible action to stop the damage. One option, of installing a gate at the village end of the lonning, was discussed by Cllrs who did not consider that a gate was necessary. More information to justify such a move would be required by the Council before it would consider supporting the installation. The clerk was asked to pass on the Council's views to NE.

5.9 Consideration of noticeboard re-placement.

The decision was deferred and the clerk was instructed to include this item on the July agenda when options would be considered along with the Council's financial position and budget in the light of the Playground repairs.

## 6 Finance

### 6.1 Information

6.1.1 **To approve accounts** to March 31<sup>st</sup> 2015 (circulated with this agenda)  
print-out of Receipts & payments book; 3-year comparative summary;  
bank reconciliation & explanation of variance;  
bank statements to 31<sup>st</sup> March 2015

All were carefully examined and **approved**.

6.1.2 **To approve** annual return: accounting statements & governance statement.

All were examined and **approved**.

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

6.1.4 **To approve** accounts to April 30<sup>th</sup> (available at meeting) – the clerk produced the documents which were **approved**.

6.1.5 Information Commissioner: confirmation of registration renewal to 6/4/16 – **noted**.

6.1.6 VAT return: refund submitted for 2014/2015 **£546.40 - noted**

6.1.7 Allerdale BC: precept and CTRS: instalment 1- **£3287.19**

The clerk informed Cllr that the Council Tax Reduction Scheme element had been confirmed as £37.19. – **noted**.

**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. £11.01, mileage 63miles at 36p /mile £22.56,  
Total **£48.23 – approved**.

6.2.3 - CALC: subscription renewal 2015/16 – **£130.00 – approved**.

6.2.4 - AON Insurance renewal – **£358.04 – approved**.

6.2.5 - P L Gauntlett: share of invoice (£100) for PAYE services **£32.00 – approved**.

6.2.6 Newton Arlosh Parish Hall – hall hire - **£120.00 – approved**.

6.2.7- P L Gauntlett: internal audit fee **£50.00 – approved**.

6.2.8 – Colvilles Grounds Maintenance £55.74 = £11.15 VAT **£66.89 – approved**.

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### 7 Highways

7.1 Highways steward (report from PL)

Cllrs reported on the following items/concerns:

The filling in of a number of potholes.

The poor condition of the road at the West End of the village just prior to the speed limit change on the B5307, as mentioned at the earlier Annual Parish Meeting, had been noted by Cllrs and the clerk was instructed to bring this to the attention of the Highways Authority. At the same time pointing out that the road through the village needed sweeping.

### 8 Planning.

#### 8.1 Applications on which Allerdale BC decision is awaited.

None – **noted**.

#### 8.2 Applications decided by Allerdale BC.

8.2.1 – 2/2014/0754 and 0777 Outline application for the erection of dwellings, Land to rear of Dovedale, Newton Arlosh. (Mr S Parry) – permission refused – **noted**.

#### 8.3 Applications dealt with under standing order 7.2.

8.3.1 – 2/2015/0205 Erection of cattle shelter, Solway View, Newton Arlosh. (Mr K Foster)

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

#### 8.4 Applications to be considered at this meeting.

None – **noted**.

### 9.1 Documents received for comment.

9.1.1 Draft Cumbria Minerals and Waste Local Plan 2014 to 2029 – response requested by 11th May 2015. - **noted without action**.

Cllrs **agreed** to continue in order to complete the agenda.

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

9.2.1 CALC Circulars for February and March.

9.2.2 NALC 'Direction of Travel' document.

9.2.3 Allerdale Planning Enforcement Plan

9.2.4 Cumbria Community Foundation – Local grant making charitable trusts.

All the above were **noted**.

### 10.1 Any information brought by members of the Council

No additional matters were reported.

### 10.2 Any information brought by Borough Councillor.

Cllr Hedworth had introduced himself earlier in the meeting and had left the meeting.

### 10.3 Any information brought by County Councillor.

Not present.

### 10.4 Any information from the clerk.

A letter from Allerdale BC concerning a planning consultation for a defibrillator in a local telephone box had just been received which would have to be examined and taken forward under the Standing Order procedure before the next meeting. See also item 5.3.

### 10.5 Police report

The clerk said he would investigate the Police Report and notify Cllrs accordingly.

### 11 Meeting dates.

11.1 Date of next Parish Council Meeting: **Thursday July 9th 2015 at 7.30p.m in Newton Arlosh Village Hall**

11.2 Future date: **Thursday 10<sup>th</sup> September 2015 at 7.30p.m. in Newton Arlosh Village Hall**

**The above dates were noted.**

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