

# Holme East Waver Parish Council

## Minutes of the Annual Meeting of the Parish Council

Held in the Parish Hall, Newton Arlosh on Thursday 12<sup>th</sup> May 2016 following the Annual Parish Meeting.

Present: Chairman V Hodgson

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

Public attendance: Mr A Long

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 Apologies for absence and declarations of interest.**

Apologies for absence had been received from County Cllr Markley, Borough Cllr Hedworth and PCSO Nichol.

#### 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 with regard to the Precept.

No additional requests for dispensations were made.

#### DECLARATIONS OF INTEREST

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

Cllr Hodgson re-affirmed his interest in items 8.3.2 and 8.4.1

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.

### **1.3 To elect vice chairman**

Cllr Bell was unanimously elected.

### **1.4 To elect** representatives to BTC Neighbourhood Forum and Allerdale ALC

Cllrs will try to send a representative to each meeting of the Forum depending on Cllr availability.

No representative was appointed to the Allerdale ALC.

### **1.5 To consider re-adoption or amendment of standing orders**

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

### **1.6 To appoint** one member as Highways contact

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

## **2 Minutes**

**2.1 To approve** the draft minutes of the meeting of the Parish Council held on Thursday 10<sup>th</sup> March 2016 – **approved and signed**.

## Holme East Waver Parish Council

### 3 Report on action taken...

#### 3.1 ...by members of the Council

No reports were given at this point.

#### 3.2 ...by the clerk

The clerk confirmed that a new printer had been purchased following consultation with the Chairman under the standing order procedure. The cost would be shared with Bowness on Solway and Holme East Waver Councils.

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

Mr Long, following on from the Annual Parish Meeting requested a stronger more detailed letter of support from the Council for his planning application. See item 8.4.1. Cllrs asked Mr Long questions and assured him that they understood his concerns and would discuss the item later in the meeting.

Mr Long left the meeting.

### 4 Correspondence

To review correspondence received and take any appropriate action.

#### 4.1 Connecting Cumbria Broadband update.

There were no significant developments to discuss but Cllrs were hopeful that there would be some developments soon.

#### 4.2 Footway Lighting - Current situation.

The clerk reminded Cllrs of the e-mail from Miss Reeves and felt that a further response was necessary. The clerk was instructed to make the following observations.

The light was a replacement that other residents wanted and are now happy with. The light has not incurred any cost to the Parish Council. Enquiries would be made to ascertain if a part time light was possible, though it was felt that other residents would not want this.

#### 4.3 Newton Arlosh Community Committee - current situation and possible related action.

The clerk presented the set of e-mails and Accounts, that had been received just prior to the meeting, from Mrs Fuszard and Cllrs noted that the November grant award would be returned as the Committee was to be disbanded. It was **agreed** that the clerk should write requesting the promised payment.

#### 4.4 Via CALC – NALC revised financial regulations.

The clerk brought the new regulations to the attention of the Councillors, it was **agreed** that these would be used for reference without being formally adopted.

#### 4.5 WNE Cumbria Success Regime response document.

The clerk reminded Cllrs of the document which was **noted without action**.

### 5 New business

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

The clerk confirmed that the inspection had probably now taken place but that the report had not yet been received.

It was believed that there were no major issues, but the see-saw seat may require attention and Cllr Hodgson said he would investigate and if necessary contact a local contractor. Other minor work such as lubrication may be required.

The clerk made Cllrs aware of the Insurance Companies new inspection requirements and Cllr Wallace expressed a willingness to check the site regularly, for which she was thanked.

#### 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 current situation was summarised by the clerk and Chairman. Following discussion Cllrs confirmed that a defibrillator was desirable but there were a number of questions that required answers. The clerk was instructed to invite a representative of the North West Ambulance Service to a Public meeting.

#### 5.4 Audit and Transparency Regime – new requirements.

CALC update.

The Clerk confirmed that the CALC facility could be utilised to meet the immediate requirements of the Transparency Code.

The Kirkbride Energy Cooperative had agreed to Holme East Waver PC using the site for a small annual fee. The Cllrs expressed their gratitude and it was **agreed** that the clerk should proceed with the arrangements.

#### 5.5 Current situation concerning re-cycling facilities.

There were no developments or news to report. – **noted**.

## Holme East Waver Parish Council

5.6 Natural England – payment agreement for mossland.

The clerk had investigated the position and reported that the previous agreement had ended. Following discussion, it was **agreed** that no action was possible/required.

5.7 Newton Arlosh Traffic Survey/speeding request update.

The clerk reported that there was still no news to report but that he had mentioned the Cllrs concern again recently to Cllr Markley.

5.8 Condition of the bench at The Acre – possible action required.

The bench may require some remedial work and Cllr Hodgson said he would investigate.

5.9 Pension Regulator – latest on required action.

The clerk reminded Cllrs that the Declaration of Compliance was required by the 2<sup>nd</sup> of August 2016 and it was **agreed** that the clerk should progress this.

## 6 Finance

### 6.1 Information

6.1.1 **To approve** annual return: governance statement. – examined and **approved**.

6.1.2 **To approve accounts** to March 31st 2016 (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 2016

All were carefully examined and **approved**.

6.1.3 **To approve** annual return: accounting statements. - examined and **approved**.

6.1.4 **To note** report of internal auditor - **noted and approved**.

6.1.5 **To approve** accounts to April 30<sup>th</sup> (available at meeting) -**approved**.

6.1.6 **To note** Information Commissioner: confirmation of registration renewal to 6/4/17 – **noted**.

6.1.7 **To note** VAT return: refund submitted for 2015/2016 **£175.50 – noted**.

6.1.8 **To note** Allerdale BC: precept and CTRS: instalment 1- **£3274.92 - noted**

6.1.9 **To note** Via CALC – confirmation of S.137 spending limit of £7.42 per elector for 2016/17. – **noted**.

The clerk advised that the new spending limit would allow spending up to £1773.38 under S.137 in the current year. – **noted**.

6.1.10 **To note** – Changes to The Accounts and Audit Regulations 2015.

The clerk reminded Cllrs of the future significant changes and said he would keep Cllrs up to date with the new requirements. - **noted**.

**6.2 To approve** the following payments

6.2.1 Clerk: salary **£300.30 – approved**.

6.2.2 Clerk: expenses: phone £4.00 broadband £10.66, postage etc. £10.13, mileage 32 miles at 36p /mile £11.52,  
Total **£36.31 – approved**.

6.2.3 - CALC: subscription renewal 2016/17 – **£130.00 – approved**.

6.2.4 - CALC – Transparency Code Uploads **£12.00 – approved**.

6.2.5 - AON Insurance renewal – **£369.86 – approved**.

6.2.6 - P L Gauntlett: share of invoice (£100) for PAYE services **£33.00 – approved**.

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

6.2.8 – Colvilles Grounds Maintenance £111.48 + £22.30 VAT - **£133.78 – approved**.

## 7 Highways

7.1 Highways steward (report from PL).

It had been observed by Cllrs that the Marsh Lonning was being repaired and no new problems were reported.

## Holme East Waver Parish Council

### 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.

8.1.3 – 2/2016/0013 Application for amended plot layout – retrospective, Plot 1, The Oaks, Newton Arlosh, Wigton.

(Mr A Monkhouse)

8.1.4 – 2/2016/0181 Proposal: New dwelling to replace dwelling previously granted permission, The Oaks, Newton Arlosh.

(Mr P Minns)

8.1.5 – 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 above were **noted**.

#### 8.2 Applications decided by Allerdale BC.

**None – noted.**

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

8.3.1 – 2/2016/0181 Proposal: New dwelling to replace dwelling previously granted permission, The Oaks, Newton Arlosh.

(Mr P Minns)

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

8.3.2- 2/2016/0238 Proposal: 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 no objections had been raised. – **noted**.

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

Cllr Hodgson left the room for the following item.

8.4.1- 2/2016/0238 Proposal: Reserved matters application for a single dwelling following outline approval 2/2015/0160

Land at Watch Hill Farm, Newton Arlosh. (Mr A Long)

Following discussion, it was **agreed** that the planning application is in keeping with existing agricultural buildings.

The Council is keen to encourage young people, such as Mr Long, to settle in the area permanently as this is obviously beneficial to the long term viability of the village. The clerk was asked to advise Allerdale BC.

Cllr Hodgson re-joined the meeting.

#### 9.1 Documents received for comment.

None. – **noted**.

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

9.2.1 CALC Circulars for February and March.

9.2.2 WNE Cumbria Success Regime.

9.2.3 Cumbria CC – new Highways Hotline number 0300 303 2992

All the above were **noted**.

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

Cllr Roper advised that she had been invited, in a recent letter, to attend a forthcoming meeting of the Sea Dyke Charity as the Councils representative. She confirmed her willingness to continue in this role and was thanked for doing so by the other Cllrs.

#### 10.2 Any information brought by Borough Councillor.

Not present.

#### 10.3 Any information brought by County Councillor.

Not present.

#### 10.4 Any information from the clerk.

No additional matters were reported by the clerk.

#### 10.5 Police report

The clerk gave the Police Report.

#### 11 Meeting dates.

11.1 Date of next meeting Annual Parish Meeting followed by Parish Council Meeting on **Thursday July 14th 2016 at 7. 30p.m in Newton Arlosh Village Hall – noted.**

11.2 Future date: **Thursday 8<sup>th</sup> September 2016 at 7.30p.m. in Newton Arlosh Village Hall – noted.**