

## Holme East Waver Parish Council

### DRAFT Minutes of the Annual Meeting of the Parish Council Held in the Parish Hall, Newton Arlosh on Thursday 16<sup>th</sup> May 2019 following the Annual Parish Meeting.

Present: Chairman V Hodgson  
Councillors: Howe, Roper and Stockdale.  
Also Present: County Cllr Markley  
Public attendance: None.  
Clerk: M Abbs

**Item 1.2** with Cllr Hodgson in the Chair was taken first.

**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.  
See above. All members present signed the required acceptance of office and gave their agreement for the clerk to complete the declaration with Cllrs Graham and Bell at or before the next meeting.

**1.3 Apologies for absence and declarations of interest.**  
The clerk advised that apologies had been received from Cllr Bell and were accepted.

#### 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 requests were received.

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 Howe was unanimously **elected** as vice chairman.

**1.5 To elect** representatives to BTC Neighbourhood Forum and Allerdale ALC  
Nobody was appointed. Representatives would be considered when meetings were announced.

#### **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 Hodgson was **appointed** as the contact.

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## 2 Minutes

**2.1 To approve** the draft minutes of the meeting of the Parish Council held on Thursday 14<sup>th</sup> March 2019  
- **approved and signed.**

## 3 Report on action taken...

3.1 ...by members of the Council

Cllr Hodgson reported that a blocked drain at near the recently built houses in the village had been reported.

3.2 ...by the clerk

Election matters.

The clerk confirmed that all legal postings relating to the Election had been made on the noticeboards and website. Other actions would be reported later.

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

No members of the public were present.

Cllr Markley gave his report which included the condition of the Salt Coates road. He reported that some work had been carried out on the road at Ellercar. Cllr Roper expressed fears that the remedial work would be washed away.

The recent Allerdale Borough Councillor elections had resulted in no party having an overall majority.

Cllr Markley was thanked for his contribution and he left the meeting.

## 4 Correspondence

To review correspondence received and take any appropriate action.

4.1 Mrs S Whitaker – Moss Side defibrillator update.

The clerk informed Cllrs of the current situation for which Cllrs were grateful. – **noted.**

4.2 Waste collection and re-cycling in the village. Including correspondence from a parishioner.

The clerk provided details of the correspondence along with concern from a parishioner at the West end of the village that residents there had not been issued with new re-cycling bins. The situation had been raised at the previous Annual Parish Meeting by parishioners. Following discussion which covered the role of the pub and the Parish Hall Cllr Hodgson said he would raise the matter at a senior level at Allerdale BC and the clerk said he'd include the item again on the July agenda. – **noted.**

## 5 New business

5.1 Playground – report on developments since last meeting and current situation. Consideration of quotations for remedial work. Consideration of the Inspection Report and any required action.

The clerk advised that the Inspection Report had not yet been received. Quotes for remedial work to wet ground in the playground were considered and felt to be for far more than could be justified for the number of users and the current bank balance, without the assistance of outside grant help. Further options were discussed and would be explored. **No action was taken.**

5.2 To consider the re-appointment of PL Gauntlett Accounts Ltd to handle PAYE for the Council.

Cllrs **agreed** to the re-appointment.

5.3 To consider the re-appointment of PL Gauntlett Accounts Ltd to handle the Internal Audit for the Council.

Cllrs **agreed** to the re-appointment.

## 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 2019 (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 2019 – **approved.**

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

6.1.4 **To note** report of internal auditor. – examined and **noted.**

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6.1.5 **To examine and approve** the Certificate of Exemption from the Limited Assurance Review. – examined and **approved**.

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

6.1.7 **To note** Information Commissioner: confirmation of registration renewal to 6/4/20 – **noted**.

6.1.8 **To note** VAT return situation - amount to reclaim **£279.38 – noted**.

6.1.9 **To note** Allerdale BC: precept 1<sup>st</sup> payment **£3347.50 – noted**.

6.1.10 **To note** Via CALC – confirmation of S.137 spending limit of £8.12 per elector for 2019/20.

The clerk advised that this put a limit on S.137 spending of £2241.12 – **noted**.

**6.2 To approve** the following payments

6.2.1 Clerk: salary **£333.67 – approved**.

6.2.2 – Clerk: expenses: phone and broadband £25.48, postage etc. £1.99, 76.33 mileage miles at 36p /mile £27.48  
Total **£54.95 – approved**.

6.2.3 CALC: subscription renewal 2019/20 – **£128.53 – approved**.

6.2.4 BHIB Insurance renewal – **£331.87 – approved**.

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

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

6.2.7 Colvilles Grounds Maintenance £56.86 + £11.37 VAT = **£68.23 – approved**.

6.2.8 Newton Arlosh Parish Hall – Hall Hire **£125.00 – approved**.

6.2.9 Information Commissioner: by direct debit and confirmation of renewal of registration **£35.00 = approved**.

The clerk advised that payment had been taken but confirmation of renewal had not been received.

## 7 Highways

7.1 Highways steward

No additional matters were reported at this point.

7.1.2 Cumbria CC - Consultation on Speed Limit Review recommendations.

The clerk reminded Cllrs of the previous objection to the proposal. Cllrs **agreed** that the situation and their view remained unchanged and instructed the clerk to re-submit the previous objection.

## 8 Planning.

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

8.1.1 – HRN/2019/0002 Hedgerow Removal Notice for work associated with the Raby Cote Outfall.

8.1.2 – 2/2018/0322 Amendments - Outline application for the erection of 5 dwellings including access and layout, Dovedale, Newton Arlosh (Mr S Parry).

8.1.3 – FUL/2019/0033 Erection of steel framed garage, Lakeside, Newton Arlosh (Mr P Hephherd).

8.1.4 – FUL/2019/0062 New building over farmyard to reduce contamination of clean water, Nerewater Farm, Kirkbride. (Bell Messrs RW and JN Bell)

The above were **noted**.

### 8.2 Applications decided by Allerdale BC.

8.2.1 – RMA/2019/0001 Reserved Matters application following approval 2/2018/0156 for appearance landscaping layout and scale. Part Field 7800 Newton Arlosh. (Mr J Griffiths) – plans approved. – **noted**.

8.2.2 – FUL/2019/0066 Roof over existing midden, Moss Side Farm, Newton Arlosh. (Mr J Harrison) – plans approved. – **noted**.

### 8.3 Applications dealt with under standing order.

8.3.1 – HRN/2019/0002 Hedgerow Removal Notice for work associated with the Raby Cote Outfall.

The clerk advised that this had been held by Allerdale BC as 'not important'.

8.3.2 – 2/2018/0322 Amendments - Outline application for the erection of 5 dwellings including access and layout, Dovedale, Newton Arlosh (Mr S Parry).

The clerk confirmed that the Council had expressed concern about surface water.

8.3.3 – FUL/2019/0033 Erection of steel framed garage, Lakeside, Newton Arlosh (Mr P Hephherd).

The council had advised that there had been no objections.

8.3.4 – FUL/2019/0062 New building over farmyard to reduce contamination of clean water, Nerewater Farm, Kirkbride. (Bell Messrs RW and JN Bell)

Cllr Bell had declared an interest.

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The council had advised that there had been no objections.

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

None – **noted**.

### **9.1 Documents received for comment.**

**None.**

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

9.2.1 CALC Circulars for February and March.

9.2.2 Zurich Insurance service details.

9.2.3 Merchant Navy Day 3.9.19 information.

9.2.4 HAGS Product Information.

The above were **noted**.

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

No matters were brought to the meeting.

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

Absent.

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

His report had been given earlier.

### **10.4 Any information** from the clerk.

The clerk informed Cllrs that Mrs Gauntlett may be able to assist Councils with the recently revised VAT reclaim system. Cllrs requested further details and costs from him.

### **10.5 Police** report

No report had been received.

## **11 Meeting dates. (Provisional on item 1.6)**

**11.1** Date of next meeting Parish Council Meeting is **Thursday July 18th 2019 at 7. 30p.m in Newton Arlosh Village Hall**

**The date was noted.**

**11.2 Future date: Thursday 12<sup>th</sup> September 2019 at 7.30p.m. in Newton Arlosh Village Hall**

**The date was noted.**

The Chairman closed the meeting at 9.30p.m.