

Holme East Waver Parish Council

Minutes of the Ordinary meeting of the Parish Council held online via Zoom.
Meeting ID 897 1284 7452 Passcode 634665 on Thursday 16 July 2020 at 7:30pm.

MINUTES

Present: Chairman V Hodgson
Councillors: Roper and Stockdale.
Borough Councillor: Cllr Johnson
County Councillor: Cllr Markley
Public attendance: None
Clerk: M Abbs

Apologies for absence and declarations of interest.

Apologies had been received from Cllrs Bell and Graham ahead of the meeting.
Cllr Bell's health reason was accepted as a fair reason for absence.

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.

There were 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.

No declarations were made.

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.

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

Cllr Hodgson was prepared to continue as Chairman. The form to be completed when possible. – **agreed.**

1.2 To elect vice chairman

None appointed at this meeting.

1.3 To consider re-adoption or amendment of standing orders

- **approved unchanged.**

1.4 To appoint one member as Highways contact

No appointment was made at this meeting.

2 Minutes

2.1 To approve the draft minutes of the meeting of the Parish Council held on Thursday 12th March 2020 – **approved.**

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3 Report on action taken...

3.1 ...by members of the Council

No matters were reported.

3.2 ...by the clerk

Summary of actions taken with regard to Covid-19 – see also item 5.4.

The clerk confirmed that relevant information had been communicated to Cllrs and placed on the noticeboards. - **noted**.

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

No members of the public were present.

Cllr Johnson confirmed that Allerdale BC had been very busy with COVID related matters. Grants had been given to support local organisations and businesses.

The Streetlighting issue was ongoing. It was possible that Workington Town would receive future investment. A 'vertical farm' was being developed.

Cllr Markley advised that the County Council was forming a Local Resilience Board and it was possible that local groups may become involved.

The repair of local potholes was ongoing and a virtual discussion on Highways had been undertaken.

Cllr Hodgson thanked both for their contributions and they both left the meeting.

4 Correspondence

To review correspondence received and take any appropriate action.

4.1 Consideration of any correspondence relating to the proposed changes to the arrangements for footway lighting.

The clerk outlined the proposals and anticipated cost. Cllr Hodgson was hopeful of a deferment in the implementation of the proposal. The Council took **no action** at this point.

5 New business

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

The clerk advised that the invoice for the Annual Inspection had been received for the anticipated amount and would be paid. – **agreed**. The Inspection Report had highlighted that the Cantilever Swing needed to be monitored and the clerk provided an estimate for the required repair. Cllr Hodgson was going to make enquiries with a local contractor to obtain an alternative quote.

Cllr Hodgson advised that the inside and outside of the playground had been strimmed. The clerk and Cllr Hodgson confirmed that the playpark had been re-opened following a Risk Assessment and Cllr approval - **noted**.

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

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

5.4 Covid-19 review of the current situation, discussion and decision on any required action.

Cllrs discussed the situation during lockdown and the current position. Cllr Stockdale confirmed that the Parish Hall had been awarded a grant to help support its work. Cllrs **agreed** that no action was necessary.

6 Finance

6.1 Information

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

6.1.2 **To approve accounts** to March 31st, 2020 (circulated with this agenda)

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

bank reconciliation & explanation of variance;

bank statements to 31st March 2020

All were **approved**.

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

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

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

6.1.6 **To approve** accounts to June 30th (available at meeting) – **approved**.

6.1.7 **To note** Information Commissioner: confirmation of registration renewal to 6/4/21 – **approved**.

6.1.8 **To note** VAT return situation - amount to reclaim **£124.90** – **approved**.

6.1.9 **To note** Allerdale BC: precept 1st payment **£3430** – **approved**.

6.1.10 **To note** Via CALC – confirmation of S.137 spending limit of £8.32 per elector for 2020/21. – **approved**.

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6.2 To approve the following payments

6.2.1- Clerk: salary **£667.34** * – **approved**.

6.2.2 – Clerk: expenses: phone and broadband £25.48, postage etc. £15.56, 61.33 mileage miles at 36p /mile £22.08

Total **£63.12** * – **approved**.

6.2.3 - CALC: subscription renewal 2020/21 – **£133.25** – **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 - Information Commissioner: by direct debit and confirmation of renewal of registration **£35.00** * – **approved**.

6.2.8 – Bowness on Solway PC – Share of Zoom license - **£26.13** * – **approved**.

*** denotes payment previously authorised or authorised under Emergency COVID powers by the Chairman and clerk.**

7 Highways

7.1 Highways steward

No issues were reported.

8 Planning.

8.1 Applications on which Allerdale BC decision is awaited.

8.1.1 – OUT/2020/0001 - Outline application for demolition of agricultural buildings and outline application for residential development, West End Farm, Newton Arlosh. – **noted**.

8.2 Applications decided by Allerdale BC.

None – noted.

8.3 Applications dealt with under standing order.

None – noted.

8.4 Applications to be considered at this meeting.

None. – noted.

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. – **noted**.

10.1 Any information brought by members of the Council

No information was given.

10.2 Any information brought by Borough Councillor.

The report had been given earlier.

10.3 Any information brought by County Councillor.

The report had been given earlier.

10.4 Any information from the clerk.

No information was given.

10.5 Police report

No report had been received. Information could now be sought online.

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11 Meeting dates. (Provisional on Covid 19 situation)

11.1 Date of next meeting Parish Council Meeting is **Thursday September 10th, 2020 at 7. 30p.m in Newton Arlosh Village Hall**

11.2 Future date: **Thursday 12th November 2020 at 7.30p.m. in Newton Arlosh Village Hall**

Cllrs provisionally agreed to the above dates and the Chairman closed the meeting at 8.25 p.m.