

Holme East Waver Parish Council

Minutes of the Annual Meeting of the Parish Council held in the Parish Hall, Newton Arlosh on Thursday 12th May 2022 at 7-30 p.m.

Present: Chairman V Hodgson

Councillors: Graham, Roper, Stockdale, and Welsh.

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 Apologies for absence and declarations of interest.
County Cllr Markley had given his apologies.

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 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.

There were no declarations of interest.

1.3 To elect vice chairman

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

1.4 To consider re-adoption or amendment of standing orders

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

1.5 To appoint one member as Highways contact

Cllr Welsh was elected as the contact.

2 Minutes

2.1 To approve the draft minutes of the meeting of the Parish Council held on Thursday 10th March 2022– **approved and signed.**

3 Report on action taken...

3.1 ...by members of the Council

No matters were reported.

3.2 ...by the clerk

Letter to OFCOM.

The letter had been sent but no response had been received.

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

Prior to his necessary departure Councillor Markley had given a report concerning both Allerdale BC and the County Council at the Annual Parish meeting which had taken place prior to this meeting.

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4 Correspondence

To review correspondence received and take any appropriate action.

4.1 Pension Regulator – confirmation of re-declaration.

The clerk had made the re-declaration and handed relevant correspondence to the Chairman. -**noted**.

5 New business

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

Confirmation of the booking of the Annual Inspection and consideration of any required action.

The clerk confirmed that the inspection had been booked with Allerdale.

The Cllrs inspection rota was discussed and **agreed** for the forthcoming months. The clerk asked the insurance broker if a playground inspection checklist existed and had been told that there wasn't one.

Cllr Hodgson reported that the new post protectors had been delivered and would be installed as soon as possible.

Cllr Stockdale commented that some weeds and nettles needed spraying and Cllr Hodgson said he would investigate a safe way to do this. A fencing repair would also be carried out.

The clerk confirmed that the playground sign had been ordered and a quote for one for the Jubilee Tree was awaited. Cllrs **agreed** expenditure of up to £100 ex VAT for the latter. The designer had been delayed due to staffing problems.

Cllr Stockdale believed that a seat in the playground would benefit from refurbishment. Cllrs discussed and **agreed** expenditure of £800 + VAT to do this and the seat at The Acre.

There were no current issues at the playground requiring attention other than those highlighted.

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 expressed thanks for her work and **agreed** to the re-appointment.

5.4 Parish Plan - To consider items raised by parishioners.

Parishioners at the previous Annual Parish Meeting had reiterated their wish for an extended footway. Cllrs also wanted this to happen and **agreed** that the clerk should once again write to the Highways Authority requesting this. Borough Cllr Mike Johnson and Andrew Seekings at Allerdale BC would be copied into the correspondence along with County Cllr Tony Markley who had expressed a wish to be kept informed and had indicated that he would also raise the matter.

The clerk confirmed that the speed limit indicator stickers for wheelie bins were about to be ordered. Cllrs would welcome the installation of speed indicator signs and **agreed** to investigate this further.

The wish for an information board highlighting the history of the village was affirmed again and the clerk confirmed that he had contacted the AONB but had not received a response to date.

5.5 Update on the future of the 93/93A Bus Service.

Cllrs had been informed of proposals to remove the above bus service and the clerk confirmed that the formal 'removal of service' notice had not been received. - **noted**.

5.6 Poor condition of the seat at The Acre.

See item 5.1

6 Finance

6.1 Information

6.1.1 **To note** report of internal auditor. – **the report was noted and approved**.

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

6.1.3 **To approve accounts** to March 31st 2022 (circulated with this agenda)

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

bank reconciliation & explanation of variance;

bank statements to 31st March 2022

All of the documents were examined and approved.

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

6.1.5 **To examine and approve** the proposed commencement date for the exercise of public rights. – **examined and approved**.

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

6.1.7 **To note** Information Commissioner: confirmation of registration renewal to 6/4/23 – **noted**.

6.1.8 **To note** Allerdale BC: precept 1st payment **£3500.00** - **noted**

6.1.9 **To note** VAT return procedure: refund to be submitted for 2021/2022 **£3802.58** – **noted**.

6.2 **To approve** the following payments

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6.2.1 Clerk: salary **£348.83 + backpay £36.40 = £385.23 – approved.**

6.2.2 – Clerk: expenses: phone and broadband £40.82, postage etc. £26.23, mileage 59 miles at 36p /mile £21.28
Total **£88.33 – approved.**

6.2.3 BHIB - Insurance renewal – **£331.87 – approved.**

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

6.2.5 PI Gauntlett - paye **£40.00 – approved.**

6.2.6 BHIB – insurance renewal **£149.09**

The clerk apologised and pointed out that this was an incorrect item on the agenda – noted.

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

6.2.8 Newton Arlosh Parish Hall Committee – hall hire **£85.00 – approved.**

6.2.9 Kirkbride PC – payment for share of consumables **£54.08 – approved.**

6.2.10 K Isaaks – ‘wheelie bin’ stickers **£179.50 – approved.**

6.2.11 CALC – subscription - **£149.09 – approved.**

7 Highways

7.1 Highways steward

The nature of the repair carried out to the road verge on the B5307 was discussed – Cllrs considered this to be of poor quality and Cllr Welsh said he would investigate and report again if necessary.

Cllr Roper advised that a parishioner had commented to her on the poor state of the road near High House and was concerned that the farmer had been putting material on the verge. Following discussion Cllrs **agreed** that the poor state of the road could be reported and the clerk advised that the ownership of road side verges was not straightforward. The farmer concerned could be the owner of the land. The matter was **noted without action.**

Cllr Stockdale had heard that money was available for the painting of traditional ‘Village Signs’ Cllr Hodgson had also heard this and Cllr Welsh said he would **investigate** and take a photograph so that this could be taken further.

Cllr Hodgson advised that he would **report** the poor condition of the Wylie Cottage lanning.

The clerk advised that there was still concern at the recent Kirkbride Parish Council meeting about the frequently blocked footpath at Angerton and an obstructed footpath at Monks Dyke. The clerk was **authorised** to contact the Authority about these issues.

Cllr Roper gave her apologies and left the meeting.

8 Planning.

8.1 Applications on which Allerdale BC decision is awaited.

None – **noted.**

8.2 Applications decided by Allerdale BC.

None

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

9.2.2 Glasdon product information.

9.2.3 Elan City – product information.

The above were **noted.**

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10.1 Any information brought by members of the Council

No matters were raised.

10.2 Any information brought by Borough Councillor.

Cllr Markley had given a report at the Annual Parish Meeting which was held prior to this meeting.

10.3 Any information brought by County Councillor.

Cllr Markley had given a report at the Annual Parish Meeting which was held prior to this meeting.

10.4 Any information from the clerk.

The clerk informed Cllrs that since the agenda had been issued correspondence concerning the bank review had just been received. He thought it likely that this was likely to need inclusion on the July agenda.

10.5 Police report

No report had been received. - **noted.**

11 Meeting dates. (Provisional on item 1.4)

11.1 Date of the next meeting Parish Council Meeting is **Thursday July 14th 2022 at 7. 30p.m in Newton Arlosh Village Hall**

11.2 Future date: Thursday 8th September 2022 at 7.30p.m. in Newton Arlosh Village Hall

The dates were noted and the Chairman closed the meeting at 9.30p.m.