

Holme East Waver Parish Council

Minutes of the Annual Meeting of the Parish Council held in the Parish Hall, Newton Arlosh on Thursday 11th May 2023 following the Annual Parish Meeting.

Present: Chairman V Hodgson
Councillors: Graham, Hopkinson, Stockdale, and Welsh.
County Cllr Markley.
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 completed the signing of the required acceptance of office.

1.3 Apologies for absence and declarations of interest.

No apologies for absence had been received.

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.

No declarations were made.

1.4 To elect vice chairman

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

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 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 9th March 2023

The minutes were **approved and signed**.

3 Report on action taken...

3.1 ...by members of the Council

No matters were reported.

3.2 ...by the clerk

The clerk said he would arrange for the statutory period of public inspection rights of accounting documents to commence in early June.

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

County Cllr Markley commented on the new operational Cumberland Council. He described it as being on a 'learning curve'.

He explained that he had a significant role in the Highways Department and was the Head of the Scrutiny Panel.

He offered his continued support and assistance to the Parish Council.

Cllr Hodgson thanked him for his contribution and he left the meeting.

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4 Correspondence

To review correspondence received and take any appropriate action.

4.1 Letter from Mr and Mrs Bell concerning the recent work on the 'Womens' Institute Seat'.
The clerk read out a complimentary letter of thanks which was appreciated and **noted**.

5 New business

5.1 Playground – report on developments since last meeting.

Cllr Graham advised that he had met the grasscutter on site and asked him to cut back some weeds.

He informed Cllrs of items, which following a recent inspection he made, required attention. Following discussion a plan of action to address the issues was agreed.

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

The re-appointment was **approved**.

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

The Cllrs appreciated the work of the auditor and the re-appointment was **approved**.

5.4 Parish Plan – including the response of Cumberland planning department concerning planning permission for the information panel.

The clerk advised that the planning department had confirmed that planning permission would be required for the panel.

It was **agreed** that the clerk should have further discussions with the AONB concerning material that would be required for the application process.

A response was still awaited from the Highways Department concerning the request for an improved footway through the village.

5.5 Consideration and possible action regarding the current situation concerning the 93/93A bus service.

Cllr Welsh, following on from the Annual Parish Meeting, outlined the position and following discussion it was **agreed** that the clerk should write to the service operator requesting that the service be re-routed to visit Newton Arlosh twice a day.

5.6 Vacancy on the Council.

Cllrs were aware of the vacancy and the clerk said he would check on the required wording to be used on the notification following the recent election.

5.7 Dog problem near Saltcotes.

This matter was also raised at the preceding Annual Parish Meeting. It was **agreed** that the clerk should write to the Cumberland Council alongside the RSPCA, expressing concern over noise, fouling and the impact of stray dogs on livestock and walkers.

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 2023 (circulated with this agenda)
print-out of Receipts & payments book; 3-year comparative summary;
bank reconciliation & explanation of variance;
bank statements to 31st March 2023

All of the documents were examined and approved.

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

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

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 30th (available at meeting) – **examined and approved**.

6.1.7 **To note** Information Commissioner: confirmation of registration renewal to 6/4/24 – **noted**.

6.1.8 **To note** VAT return situation - amount to reclaim **£349.03** – **noted**.

6.1.9 **To note** Allerdale BC: precept 1st payment **£3750.00** – **noted**.

6.1.10 **To note** Via CALC – confirmation of S.137 spending limit of £9.93 per elector for 2023/24. – **noted**.

6.2 To approve the following payments.

6.2.1 Clerk: salary **£379.17 -approved**.

6.2.2 Clerk: expenses: phone and broadband **£55.02**, postage etc. £7.82, £62.84. mileage 40 miles at 45p /mile £18.00
Total **£80.84 -approved**.

6.2.3 CALC: subscription renewal 2023/24 – **£163.22 -approved**.

6.2.4 BHIB Insurance renewal – **£367.74 -approved**.

6.2.5 P L Gauntlett: for PAYE services **£40.00 -approved**.

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

6.2.7 Newton Arlosh Parish Hall – Hall Hire **£125.00 -approved**.

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

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7 Highways

7.1 Highways steward

Cllr Welsh advised that the issue at Fairish's Farm had been resolved. Cllrs commented that the work may provide a temporary solution and that further work may well be required in the future.

7.2 Cumberland Council response to the request for chevrons at Raby Grange bridge, EI/132309.

Cllr Hodgson advised that the Council's request for chevrons had been declined.

7.3 Cumberland Council/CCC response to the request for a speed indicator/warning sign near the playground. EI/83117

The clerk had notified Cllrs of the response. Following discussion it was felt that an Action Plan item would be to investigate the possibility of parishioners participating in a hand-held speed gun scheme.

8 Planning.

8.1 Applications on which Allerdale BC decision is awaited.

None – 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.

8.4.1 FUL/2023/0086 Erection of a workshop / crop store building, Moss Side Farm, Newton Arlosh. (Mr J Harrison)

Cllrs had appraised themselves of the plans prior to the meeting. Following discussion it was **agreed** that there were no objections and the clerk was instructed to inform the Authority.

8.4.2 VAR/2023/0017 Variation to condition 2 (plans) on approved application OUT/2022/0021 to amend design, Part Field 7800, Newton Arlosh. (Mr K Foster)

Cllrs had appraised themselves of the plans prior to the meeting. Following discussion it was **agreed** that there were no objections and the clerk was instructed to inform the Authority.

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 Elan City product information.

The above were **noted**.

10.1 Any information brought by members of the Council.

Cllr Graham informed the Council that a parishioner had expressed concern about some plasterboard that had been tipped in a field. He had informed the concerned party to report the problem to the Environment Agency.

10.2 Any information brought by Borough Councillor.

The standing orders would be amended to remove this item following the commencement of Cumberland Council.

10.3 Any information brought by County Councillor.

The report had been given earlier.

10.4 Any information from the clerk.

The clerk had no additional information.

10.5 Police report

No report had been received.

11 Meeting dates. (Provisional on item 1.5)

11.1 Date of next meeting Parish Council Meeting is **Thursday July 13th 2023 at 7.30p.m in Newton Arlosh Village Hall**

11.2 Future date: **Thursday 14th September 2023 at 7.30p.m. in Newton Arlosh Village Hall**

The dates were noted and the Chairman closed the meeting at 9.25 p.m.