

**Minutes of the Annual Meeting of the Parish Council held in Torpenhow Village Hall on
Wednesday 10th May, 2017 at 7.15 pm**

Present: Cllrs. J. Bowe, A. Little, W. Powley and A. Raine

Also present: Cllr. A. Bowness (Cumbria County Council) PCSO M. Jones (for part of the meeting)

1907 Election of Chairman for Council Year 2017/18

Nominations were invited for the election of Chairman for council year 2017/18. One nomination was received that Cllr. Little be re-elected. RESOLVED that Cllr Little be re-elected Chairman for the ensuing year.

1908 Declaration of Acceptance of Office

Cllr. Little assumed the chair and signed a declaration of acceptance of office.

1909 Appointment of Vice Chairman for Council Year 2017/18

RESOLVED that Cllr. Powley be elected Vice Chairman for council year 2017/18.

1910 Apologies

Apologies for absence were received from Cllr. Richardson and Cllr. Mounsey, (Allerdale Borough Council).

1911 Minutes 8th March and 30th March 2017

The minutes of the Meeting held on 8th March, 2017 and the Extra Ordinary Meeting held on 30th March, 2017 were accepted as a true record and were signed by the Chairman.

1912 Declarations of Interest

No declarations of interest were received.

1913 Dispensation Requests

None received.

1914 Reports from Outside Bodies

- (a) Allerdale Borough Council – Apologies had been received from Cllr. Mounsey.
- (b) Cumbria County Council - Cllr. Bowness reported that Cumbria County Council had received substantial funding to carry out repairs resulting from storm desmond and the Highways Information Management System was now operational.
- (c) Police Community Support Officer – PCSO Megan Jones was in attendance and advised that she would be covering the area of Torpenhow and Blennerhasset from now on. PCSO Jones had provided a report prior to the meeting containing crime prevention advice. The Clerk reported that there were no crimes shown on the police crime mapper website but the information related to February 2017. A recent vehicle theft in Torpenhow and the theft of diesel in the area was discussed. PCSO Jones agreed to provide members with information on Smartwater kits and Selecta DNA kits.

1915 Project Groups

Aspatria Rural Partnership

The Chairman reported that the next meeting of the Partnership will be held on 11th May, 2017.

1916 Finances

- (a) The financial statement at 31st March 2017 had been circulated with the agenda.

Balance at 31st March 2017 £17,056.09

Income Received

April 2017 – HMRC – VAT Refund	£ 149.48
April 2017 – Allerdale Borough Council (Half Yearly Precept)	£4,750.01

Balance at 10th May 2017 £21,955.58

- (b) The following payments were approved for payment:

Torpenhow Village Hall Committee – Room Hire 8 March 2017	£ 18.00
Blennerhasset & Baggrow Soc Committee – Room Hire 30 March 2017	£ 6.67
P. Wilson – Internal Auditor	£ 85.00
CALC - Annual Subscription	£160.14

- (c) Business Bank Account

The Clerk confirmed that a suitable account was available with the Cumberland Building Society. RESOLVED that the Clerk would contact CBS to make the necessary arrangements. A cheque for £1.00 to open the account was signed by the authorised signatories.

- (d) Blennerhasset Pools Allotments

The Clerk reported that enquiries had been made in relation to the Blennerhasset Pools Allotments. The administrators of the fund advised that £47 is held in shares and a dividend of approximately £0.33 is paid about three times per year. Cllr Bowe agreed to make some enquiries from residents of Blennerhasset as to the history of the allotments before a decision is made to wind up or to continue with the Charity.

1917 Annual Accounts and Financial Statement 2016/17

The Clerk reported that the internal audit had been carried out with no issues identified.

- (i) Annual Governance Statement – Members considered the Annual Governance Statement and agreed that arrangements are in place for effective financial management and the accounting statements are prepared in accordance with Accounts and Audit Regulations. RESOLVED that the Chairman be authorised to sign the Annual Governance Statement.
- (ii) Accounting Statement 2016/17 – Members agreed that the Accounting Statement in the annual return fairly represents the financial position of the parish council. RESOLVED that the Chairman be authorised to sign the annual return.
- (iii) Period of Exercise of Public Rights – Members noted that the period for the exercise of public rights will commence on 5th June and will end on 14th July. A notice will be displayed on the parish notice boards notifying electors of their rights to inspect the accounts.
- (iv) Publication on website – The Clerk reported that the Annual Governance Statement, Statement of Accounts and the Statement setting out the period of exercise of elector's rights will be published on the parish council's website

1918 Planning

- (a) Applications received:

2/2017/0198 – Land Off High Road Blennerhasset
Variation of application 2/2016/0215 for a four bedroom two storey dwelling. Provide en-suite in bedroom 2 and amend staircase window

The application was circulated at the meeting. RESOLVED that as the parish council had objected to the original application (2/2016/0215) that an objection should be submitted to the Borough Council reiterating the parish council's previous comments that the infrastructure including sewerage and drainage is inadequate to cope with any additional properties.

(b) Decisions: None

1919 Highways Maintenance

The issues following the resurfacing works recently carried out in Torpenhow were discussed. It was reported that the road surface has started to break away at the edges of the highway where the drop offs exist. Members expressed concern that damage could be caused to vehicles if drivers are not aware of this, particularly as the road is narrow with insufficient passing places. Cllr Bowness confirmed that County Highways are aware of these issues.

With regard to the request for a 30mph speed limit to be implemented in Torpenhow, the Traffic Management Officer at Cumbria County Council had advised that he would arrange to have traffic surveys carried out in two locations in the village. Members were in agreement to this and also suggested that Cumbria County Council be asked whether they had any other proposals to slow traffic down.

1920 Correspondence

Correspondence received since the last meeting had been circulated to members:

Clerks and Councils Direct
ACT Gazette – Spring 2017
CALC Circular – March 2017
Aspatia Rural Partnership - Minutes 2 March 2017
Cumbria County Council – Connecting Cumbria
Cumbria County Council – Consultation on the draft Cumbria Minerals and Waste Local Plan Main Modifications and Sustainability Appraisal Update
Cumbria Community Foundation – Grant Monitoring Form
Cumbria County Council 30mph request – Torpenhow
Cumbria Dyslexia Project – Additional Information
Cumbria County Council – Claimed Public Right of Way
CALC Circular April 2017
CALC – 2017 Edition Good Councillor Guide
CALC – Healthcare for the Future – Update
CALC Invitation Flood Recovery Debrief Workshop 27 April
Cumbria County Council – HIMS Launch
CALC – Governance and Accountability for smaller Authorities in England
ARP – Agenda 11th May 2017
Additional correspondence received:
Lake District National Park Authority – Local Plan Review – Call for Sites
Aspatia and District Dementia Alliance – Invitation to Launch Event – 16th May Aspatia Rugby Club 12.00 – 15.00
CALC – Joint Meeting with Allerdale BC and Cumbria CC at Allhallows Community Centre 11th May 7.00pm

1921 Blennerhasset Playing Field

(a) Management of the field/Registration of the Legal Title.

No further information had been received regarding the progress on the formation of a new management committee. The Clerk reported that confirmation of renewal of the public liability insurance for the playing field had been received. In relation to the legal title Cllr Little agreed to contact the solicitor regarding the preparation of the transfer documents for the strip of land at the playing field.

(b) Grass cutting contract

It was agreed that the new management committee would be responsible for funding the grass cutting of the playing field. The tender previously submitted would now be void.

(c) Flood Damage Grant

The Clerk reported that an extension had been granted to the end of August 2017.

1922 Layby at Kirkland

Cllr Bowe reported that the layby at Kirkland was in a poor state of repair with incidents of fly tipping also occurring. It was suggested that fly tipping should be reported to the Borough Council and the Clerk was requested to report the condition of the layby to County Highways.

1923 Village Signs Post Replacement

Cllr Powley reported that the estimate for the posts was still awaited from Paul Mitchell. Cllr. Bowness agreed to make some enquiries regarding obtaining the posts.

1924 Blennerhasset and Torpenhow Village Greens

Cllr Powley reported that confirmation had still not been received from Northern Gas Networks whether or not posts could be installed along the edge of the green to prevent further damage from vehicles. Cllr Powley agreed to chase this up with Northern Gas Networks. It was agreed to leave the Village Green at West End, Torpenhow in abeyance until the next meeting.

1925 Footpath at Whitrigg

The Clerk reported that she had contacted the previous Clerk who had confirmed that the application form had been completed and notices had been displayed at each end of the path. It was agreed the Clerk should contact the Footpaths Officer at Cumbria County Council to advise them of this.

1926 Layby adjacent to Church, Torpenhow

Cllr Powley reported that two quotations had been received to carry out the resurfacing of the layby adjacent to the church in Torpenhow. It was agreed to accept the quotation from Tolsons subject to an inspection of the excavations being undertaken prior to the area being tarmaced to ensure the construction is adequate to take heavy traffic.

1927 Map Boards

It was agreed to defer this item until the next meeting.

1928 Tree Trimming

Cllr. Powley reported that a quotation had been received from Nomad Tree Services Limited for 13 trees to be crown reduced, dead wooded and removal of any dangerous limbs, 1 dangerous dead tree to be dismantled and removed, all chip waste removed off site, health checks of trees in the area in the sum of £4,500. RESOLVED that an additional quotation be sought for consideration at the next meeting. Cllr Powley agreed to obtain an additional quotation.

1929 Blennerhasset Village Hall

It was reported that no further correspondence had been received from the solicitor dealing with the transfer. The Clerk was requested to contact the solicitor for an up-date.

1930 Donation Request – Dyslexia Project

The Clerk had requested further details from the Dyslexia Project Group who had advised that the Group have applied to the Charity Commission to register the project. As the project is a new venture they do not yet have bank accounts but it is anticipated the project will run from Autumn 2017. It was suggested that the group be requested to submit an application for funding once the venture is fully operational.

1931 Funding for Defibrillators

The Chairman agreed to attend the Three Tier Meeting on Thursday 11th May at Allhallows Community Centre when the United Utilities Legacy Fund would be discussed.

1932 Community Emergency Plans

The Clerk reported that the Village Halls had been contacted regarding their use as a control centre in the case of an emergency. This had been agreed in principle but would be discussed further at their annual meetings. The Clerk had contacted Sue Barton regarding the emergency plan for Blennerhasset and Baggrow who had advised that a meeting had been arranged for Thursday 11th May at 7.30pm in Blennerhasset. As no one was able to attend the Clerk was requested to send apologies with a request that the parish council be kept updated on any developments.

1933 Councillor Vacancies

No expressions of interest had been received. It was agreed that the advert would remain on the notice boards and the advert be re-run in the Binsey Link.

1934 Agenda items for the Next Meeting

The Clerk to contact Northern Gas Networks to make enquiries regarding mains gas into Torpenhow.

1935 Date of the Next Meeting

As two apologies were received for Wednesday 12th July it was agreed that the next meeting should be held on Wednesday 19th July, 2017– 7.30 pm - Blennerhasset and Baggrow Social Centre.

The meeting closed at 8.55 pm

Signed.....
Chairman

Date.....