**Draft Minutes of the Meeting of the Parish Council held in Torpenhow Village Hall on Wednesday 19th September, 2018 at 7.30 pm**

Present: Cllrs. J. Bowe, A. Little (Chair), W. Powley, R. Richardson

Also present A. Bowness, Cumbria County Council (for part of the meeting), Mark Giddings

The Chairman opened the meeting and welcomed Mark Giddings from Blennerhasset.

**2108 Apologies for absence**

Apologies for absence were received from Cllr. A. Raine and Cllr. J. Mounsey, Allerdale Borough Council.

**2109 Minutes 18th July, 2018**

The minutes of the meeting held on 18th July, 2018 were accepted as a true record and were signed by the Chairman.

**2110 Declarations of Interest**

No declarations of interest were received.

**2111 Dispensation Requests**

None received.

**2112 Public Voice Slot**

The following matters were raised on behalf of parishioners:

The general state of the kerbs, gullies and drains in Torpenhow – The Clerk was requested to contact Highways to request that all gullies are cleaned in the parish and to enquire whether Highways also carry out weed spraying.

Street lights in Torpenhow – Street light no 6 is permanently lit and no 10 is out. The Clerk was requested to report this to the Borough Council.

**2113 Reports from Outside Bodies**

(a) Allerdale Borough Council – Cllr. Mounsey was not present at the meeting.

(b) Cumbria County Council – Cllr Bowness reported on recent discussions in relation to a Unitary Authority for Cumbria

(c) Police Community Support Officer – A report had been received from PCSO Peter Crome advising that three incidents had been reported since the last meeting. On 2nd September a crime report was submitted for an assault that took place in a local public house car park. The male was assaulted by two unknown males. Two of the incidents reported were not in the public interest.

 A notice advising the dates of the regular police desks/drop ins in Aspatria and Wigton had been displayed on the parish notice boards.

**2114 Project Groups**

Aspatria Rural Partnership

The minutes from the Aspatria Rural Partnership AGM held on Thursday 6th September had been circulated. It was noted that there were no nominations received for the Chair and Secretary’s posts. It appears the ARP are now unable to operate according to its constitution. It was also noted that Sue Hayman MP had requested that a second meeting be convened with parishes on 12th October or 23rd November in relation to the designation of the A595 or A596 as a National Road Network Highway. It was agreed both dates were suitable and the MP’s office should be advised accordingly and requested to ensure the parish council is invited to the meeting.

**2115 Highways**

1. Maintenance – The following matters were raised:

Water is standing in areas on the Torpenhow to Bothel road. It was noted that a response had not been received to the parish council’s letter of 18th February which set out various issues following the remedial works carried out. Cllr Bowness agreed to speak to Highways to arrange a site meeting with a representative from Highways.

Repairs still need to be carried out in the vicinity of the UU site.

Pot holes at Cockbridge/Torpenhow junction.

(b) Speed Monitoring

Torpenhow - Cumbria Highways had confirmed they will not be implementing a 30mph in Torpenhow but will continue to monitor the situation.

Blennerhasset – It was suggested that the police be requested to monitor the speeds in Blennerhasset.

(c) Traffic monitoring on the A595

Further traffic monitoring had taken place on the A595. Cumbria County Council had again advised this was to collect traffic data to allow the County Council to gather technical evidence to help assess the need for improvements on the County’s roads.

**2116** **Planning**

1. Applications received: None

1. Decisions: None

**2117 Annual Insurance/Risk Management**

Renewal documentation had been received from Zurich Municipal at an annual premium of £344.85. An alternative quotation had been obtained from BHIB Insurance Brokers at £343.87. RESOLVED to renew the policy with Zurich Municipal.

**2118 Finances**

1. The financial statement at 31st August, 2018 had been circulated with the agenda.

Balances at 31st August

Nat West £7,040.14

Cumberland Building Society £5,080.83

Income Received:

COIF Charity £0.40

(Returned cheque – Blennerhasset & Baggrow Playing Field Committee £1,000.00)

1. The following payments were approved for payment:

 Torpenhow Village Hall – Room Hire – 18.7.18 £ 15.00

 Clerk’s account Quarter 2 £333.02

 HMRC – PAYE Quarter 2 £ 83.20

 Clerk’s expenses Quarter 2 £127.97

 Zurich Municipal – Annual Insurance £344.85

 Blennerhasset & Baggrow Social Centre – Donation -Defibrillator £250.00

**2119 Correspondence**

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

Cumbria County Council - Blennerhasset Bridge Trial Holes

Cumbria Community Foundation - Application Outcome - 20827 - Blennerhasset and Torpenhow Parish Council - update

United Utilities – Highway Issues – Torpenhow – Cockbridge road

Torpenhow Village Hall – Defibrillator

Cumbria County Council – Footpath Maintenance

Citizens Advice Allerdale – Donation Request

Beaty & Co – Land at Blennerhasset

CALC – Allerdale district September three tier meeting

CALC – Cumbria Constabulary 2018 Public Consultation Survey

Blennerhasset VHC – Defibrillator Fund

Aspatria Rural Partnership – Notes from Meeting 6 September 2018

Clerks and Councils Direct

Additional correspondence received:

CALC – Three Tier Meeting – The meeting will now be held at Allhallows Community Centre on 20th September at 7.00pm.

CALC – Membership Subscriptions Review 2018 – A review of the membership fee structure has been undertaken and will be presented to the CALC AGM in November. The proposed CALC/NALC membership fees for 2019/20 will be £133.80 subject to any increases to cover in inflation. The new method of calculating fees spreads the contributions fairly based on the size of the electorate.

**2120 Blennerhasset Playing Field**

1. Blennerhasset and Baggrow Playing Field Committee

Cllr Powley reported that he had attended a meeting of the Playing Field Committee prior to attending the Parish Council meeting. Due to the lack of attendance no progress has been made and the future of the Committee is unclear. The following points were discussed:

* Whether there is any valid insurance on the field – The Clerk was requested to contact the former Committee Treasurer for confirmation;
* Concern had been raised regarding the condition of the goal posts on the field -The Clerk was requested to write to the Chairman of the Committee to raise the concerns reported and suggest for health and safety reasons that the posts should be removed;
* The Clerk was requested to contact the Parish Council’s insurers to enquire about the potential cost of insuring the field;
* Cllr Powley agreed to make enquiries if the Committee is to be re-constituted and if so, when the next meeting will be held.
1. Registration of the Legal Title

It was reported that the solicitors had heard from the Land Registry who had asked for more evidence to support the application and had requested minutes of council meetings when the land was discussed. The solicitors also asked whether the Cricket Club had ever paid any rent for use of the land. The Clerk had responded to the queries and also provided the solicitors with a copy of the Charity Commission document.

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**2****121 Village Greens**

1. Blennerhasset Village Green

Further to minute reference 2098(a) Cumbria Community Foundation had advised that unsuccessful applications for funding could not be re-submitted for consideration at a future grants panel.

1. Village Green at Whitrigg Junction, Torpenhow

The quotation from Strawberry Cottage Landscapes for £160 was considered The quotation included the spraying and clearing of the area behind the bench, to top up with top soil and grass seed It was agreed not to accept the quotation but to consider other options for this area. In the meantime, Cllrs Richardson and Powley agreed to spray the weeds.

**2****122 Defibrillators**

1. Torpenhow

Cllr Richardson reported that Torpenhow Village Hall Management Committee had advised that they were unwilling to submit an application to the United Utilities Legacy Fund. A discussion ensued regarding the feasibility of installing a defibrillator in the telephone box and the potential costs that would be incurred. Cllr Richardson reported that he was in communication with Community Heartbeat Trust in relation to this. Cllr Richardson proposed that the Parish Council should schedule the siting of a defibrillator in Torpenhow in the budget for next year. This will be discussed further at the next meeting.

1. Blennerhasset

Blennerhasset & Baggrow Social Centre Management Committee had advised that their application to the United Utilities Legacy Fund had been unsuccessful. The Committee had now paid for a defibrillator and cabinet, together with the installation and annual maintenance cost. A request for financial assistance to support the future costs was presented to Members. Members considered the request and agreed to make a one-off grant of £250.00.

**2123 Notice Board/Map Board**

Clr Powley reported that he was still awaiting clarification on the dimensions of the noticeboard from the contractor.

**2124 Torpenhow Village Signs**

It was reported that United Utilities had now agreed, as a gesture of goodwill, to supply the posts for use within the village. Cllr Powley had collected the posts from the UU site. Cllr Bowness advised he would speak to Highways regarding the installation of the posts.

**2125 Sky Lanterns**

This item was deferred until the next meeting.

**2126 Registration at Information Commissioners Office**

The Clerk reported that following the introduction of GDPR it was a requirement for parish councils to register at the Information Commissioners Office. The registration process involved the payment of a fee of £40.00. RESOLVED that the clerk should register the parish council with the ICO and re-claim the £40.00 fee.

**2127 Co-option of New Councillors**

Mark Giddings from Blennerhasset was in attendance and had previously expressed an interest in joining the Parish Council. Mr. Gidding’s spoke about his interest in the community. Mr. Giddings left the room whilst Members considered his application. Following a discussion, it was RESOLVED that Mr. Giddings be co-opted onto the Parish Council. Mr. Giddings was invited back into the meeting and was declared co-opted onto the Parish Council. Mr. Giddings signed an acceptance of office and was provided with a register of interests form for completion. Mr. Giddings will be provided with a copy of the parish council’s code of conduct, standing orders and financial regulations prior to the next meeting.

**2128 Agenda items for the Next Meeting**

Budget/Setting the Precept

Donation Request – Citizens Advice Allerdale

Defibrillator – Torpenhow

Sky Lanterns

**2129** **Date of Next Meeting**

The next meeting will be held on 14th November 2018 at Torpenhow Village Hall at 7.30pm.

The meeting closed at 9.20 pm

Signed……………………………….

Chairman

Date………………………………….