

**Draft Minutes of the Annual Meeting of the Parish Council held in Torpenhow Village Hall on
Wednesday 8th May, 2019 at 7.15 pm**

Present: Cllrs. J. Bowe, M. Giddings, A. Little, and A. Raine.

Prior to the meeting opening members signed a declaration of acceptance of office and completed the register of disclosable pecuniary and other registerable interests form.

2193 Election of Chair for Council Year 2019/20

Nominations were invited for the election of Chair for council year 2019/20. Cllr Raine proposed that Cllr. Little be re-elected. This was seconded by Cllr Bowe. As no other nominations were received it was RESOLVED that Cllr Little be re-elected Chair for the ensuing year.

2194 Declaration of Acceptance of Office

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

2195 Apologies for absence

None.

2196 Minutes 13th March 2019

The minutes of the meeting held on 13th March 2019 were accepted as a true record and were signed by the Chairman.

2197 Declarations of Interest

No declarations of interest were received.

2198 Dispensation Requests

None received.

2199 Public Voice Slot

No parishioners were present at the meeting. The following matters were raised on behalf of parishioners:

Vehicles parking/encroaching on the Village Green at Blennerhasset – This matter was discussed later in the meeting.

The cast iron finger post sign at Stanger Hill requires some refurbishment – This will be reported to Cumbria Highways.

2200 Reports from Outside Bodies

- (a) Allerdale Borough Council – Cllr Grainger was not present at the meeting.
- (b) Cumbria County Council – Cllr Bowness was not present at the meeting.
- (c) Police Community Support Officer – Apologies were received from PCSO Peter Crome. A report had been provided advising that three incidents had been reported in the parish since the last meeting.

2201 Highways

- (a) Maintenance – United Utilities had provided a response advising that their construction team had inspected the area of flooding on the Torpenhow to Cockbridge road and had determined that the water entering the highway is coming from private property. The hardstanding had been left as requested by the landowner and the run off is from his land. If there are flooding issues in this area then it is now the responsibility of the landowner to resolve as liability passes to the farmer. With regard to the road condition an inspection was carried out with Cumbria County Council on 4th October 2018 at this location with the agreement for work to be carried out this Spring following damage caused by site plant. This was the only issue identified to be resolved and the work should be carried out in the coming weeks. Any further concerns with the road condition should be directed to Cumbria County Council. The Clerk was request to pursue this with County Highways advising that the flooding had increased since the pipeline had been installed and the concrete hardstanding installed. Cllr Bowness also agreed to pursue the lack of response from Highways to the parish council's letters of January and April. An update was to be requested from Highways regarding their intentions for the roads from Torpenhow to Cockbridge, Cross Lane and Blennerhasset to the Fitz. It was also reported that the road sweeper had not been in the villages as requested at the last meeting.

(b) Speed Monitoring

Speeding issues at Blennerhasset had been reported to the police community support officer. The concerns had been passed on to the Casualty Reduction Officer. A response is still awaited.

With regard to the timber lorries the Area Forester at Forestry England had advised that tree harvesting activity is currently confined to forests within the Lake District National Park and unlikely to involve hauliers driving through Blennerhasset. It was suggested that the haulier seen driving through the village be contacted direct.

2202 Planning

(a) Applications received:

HOU/2019/0069 – Orchard House Blennerhasset
Demolition of shed and replacement with new shed plus car/boat port

HOU/2019/0069 – Orchard House Blennerhasset
Demolition of shed and replacement with new shed plus car/boat port
Revised Cladding Materials

(b) Decisions:

FUL/2019/0023 – Park House, Torpenhow
Change of use of building to allow farm diversification scheme for production of cheese
FULL PLANS APPROVED

2203 Finances

(a) The financial statement at 31st March, 2019 had been circulated with the agenda.

Balances at 31st March, 2019

Nat West	£1,193.15
Cumberland Building Society	£9,548.48
Unpresented cheques	£1,250.00
Net Balance	£9,491.63

It was noted that the donation of £50.00 to the Dyslexia Childrens Project granted in 2018 had not been presented.

Income Received:

Allerdale Borough Council – Half Yearly Precept	£5,325.00
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(b) To note the NJC pay increase for parish clerks
Members noted that the NJC had agreed a pay increase of 2% from April 2019.

(c) Cheque Signatories

Following the election Cllr Little was the only remaining cheque signatory. RESOLVED that Cllr Raine be added as a signatory. Cllr Raine agreed to make the necessary arrangements with the Cumberland Building Society. Cllr Bowe agreed to make enquiries at the Nat West regarding the procedure for closing the account with Nat West.

(d) The following payments were approved for payment:

Internal Auditor	£ 85.00
CALC – Annual Subscription	£140.72
Torpenhow Village Hall – Room Hire 13.3.19	£ 24.00

The accounts will be paid once the cheque signatories are in place.

2204 Annual Audit

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 and Clerk be authorised to sign the Annual Governance Statement.

- (ii) Accounting Statement 2018/19 – 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) Certificate of Exemption - Members resolved that the Certificate of Exemption should be signed by the Chairman and Clerk certifying that the Parish Council is exempt from a limited assurance review and during the financial year 2018/19 the gross income for the year or gross annual expenditure for the year did not exceed £25,000.
- (iv) Period of Exercise of Public Rights – Members noted that the period for the exercise of public rights will commence on 15th June and will end on 26th July. A notice will be displayed on the parish notice boards notifying electors of their rights to inspect the accounts.
- (v) Publication on website – The Clerk reported the requisite documents will be added to the parish council's website

2205 Correspondence

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

Allerdale Borough Council – Annual Playground Inspections – Update
 CALC - Blennerhasset Village Green
 Blennerhasset – Potholes -Update
 CALC Newsletter – April 2019
 United Utilities – UU Site at Torpenhow
 Gareth Browning Area Forester North and West Cumbria – Timber Lorries Blennerhasset
 PCSO Peter Crome – Issues at Blennerhasset

Additional correspondence received:

Clerks and Councils Direct
 Cumbria County Council – Ellenvale New Timetable – Cllr Bowe agreed to put the new timetable on the notice board at Blennerhasset.
 Allerdale Borough Council – Releasing of sky lanterns -the Borough Council had responded to the parish councils letter regarding the release of sky lanterns advising they are working towards implementing a ban on releases on council land and consideration will also be given as to whether the proposal should extend to events on non-council land.

2206 Blennerhasset Playing Field

(a) Playing Field Committee

The parties involved with the playing field had confirmed that they would be willing to form a Sub Committee. The Committee will hold a meeting to discuss raising funding to replace some of the play equipment once in receipt of quotations. The cricket club had confirmed they had increased their public and employer's liability insurance to £5m. The cricket club had requested the parish council approach Allhallows PC regarding the £200 they had indicated they would be willing to grant towards the grass cutting. Members felt that it was not the parish council's responsibility to approach Allhallows PC. The cricket club would be advised accordingly.

(b) Registration of the legal title

Further to Min Ref 2183 (b) the solicitor had been requested to continue with the matter of the transfer of the strip of land. The Clerk was requested to ask for an update from the solicitor.

(c) Blennerhasset Play Area – Annual Inspection

Further to Min Ref 2183 (c) the Borough Council had been instructed to carry out a standard inspection of the Play Area at Blennerhasset. The report was not available for the meeting and the Clerk was asked to request an update

(d) Grass Cutting - To consider the tenders received for grass cutting

Further to Min ref. 2183(a) quotations had been invited for the grass cutting of the playing field for 12 cuts per year. Two quotations had been received:

Strawberry Cottage Landscapes £3000 for 12 cuts per year
 Blennerhasset & Baggrow Cricket Club £1400.00 (24 cuts per year) with the price capped for the 2020 and 2021 seasons.

RESOLVED to accept the quotation from the Baggrow and Blennerhasset Cricket Club.

(e) **Blennerhasset School**

The request from Blennerhasset School to use the field for a proposed vehicle and machine event was considered. It is understood that vehicles are not allowed on the field and Members felt that the field is not suitable for this type of event.

2207 Village Greens

- (a) Blennerhasset – The person responsible for the unlawful parking on the village green had been contacted, despite this, the unlawful parking of a trailer on the green and the encroachment of a vehicle continues intermittently.
CALC had responded to the parish council’s enquiry regarding no parking signage on the village green to the effect that it is not appropriate to erect signage
A response had been sent to the complaint from a parishioner regarding the pot holes on the private road alongside the green. The Parish Council will continue to pursue funding to carry out the work.
- (b) Torpenhow – RESOLVED to instruct the contactor to carry out the work previously agreed at West End, Torpenhow to spray and clear the weeds at the area behind the bench to top up with topsoil and grass seed.

2208 Weed Control at the Riverbank, Blennerhasset

Further to Min ref. 2185 a quotation had been received from Strawberry Cottage Landscapes to spray the river bank with glyphosate at a cost of £80.00. RESOLVED to accept the quotation and instruct the contractor to carry out the work.

2209 Notice Board/Map Board - Torpenhow

The map board will be discussed at the next meeting and the clerk was requested to chase the progress of the notice board.

2210 Defibrillator – Torpenhow

Further to Min ref 2187 no ideas for fund raising had been received. The Village Hall Committee had not responded to the Parish Council’s request to reconsider applying for funding to the UU Legacy Fund. A suggestion was put forward as to whether the local Brownie pack would be willing to raise funds towards a defibrillator. Cllr Raine agreed to make some enquiries.

2211 Trees at Blennerhasset/Tree Liabilities

Further to min ref 2189 no progress had been made with regard to obtaining a quotation for the inspection of the trees at Blennerhasset. Cllr Bowe reported that the stumps from trees previously cut down were causing problems for the contractor cutting the grass. It was therefore agreed that an estimate be obtained for the inspection of the trees and an additional quotation be requested to remove the tree stumps on the village green. Concern was also raised regarding a tree at the river bank. Cllr Giddings agreed to contact a contractor for quotations.

2212 Vacancies on the Parish Council following the Election

Following the election on 2nd May five vacancies exist on the parish council. The vacancies will be advertised on the parish notice boards and in the Binsey Link magazine.

2213 Agenda items for the Next Meeting

Map Board

2214 Date of Next Meeting

Bi-monthly Meeting 17th July 2019 – Blennerhasset & Baggrow Social Centre – 7.30pm

The meeting closed at 8.30 pm

Signed.....
Chairman
Date.....