

**MILLOM WITHOUT PARISH COUNCIL
DRAFT MINUTES OF THE ANNUAL GENERAL PARISH COUNCIL
MEETING HELD ON
TUESDAY 3RD MAY 2016 IN TWAITES VILLAGE HALL,
COMMENCING AT 07.30PM**

PRESENT: Cllr L Butcher (Chair) Cllr P Newman (Vice Chair) , Cllr W Huck, Cllr M Kitchingman, Cllr B Wright, Cllr D Savage, Cllr J Gray, Cllr I Lockwood and Cllr A Nugent

1 members of public were present

1/16 APOLOGIES There were no apologies

2/16 ELECTION OF OFFICERS. Cllrs Butcher and Newman stood down
Nomination for Chairman – Cllr D Savage. Proposed by Cllr Huck, Seconded by Cllr Nugent
Nomination for Vice Chair – Cllr B Wright. Proposed by Cllr Huck, Seconded by Cllr Newman. All councillors were in agreement.

3/16 Acceptance forms signed by both officers.
Cllr Savage took the Chair and gave a vote of thanks to Cllrs Butcher and Newman for their hard work.

4/16 APPOINTMENT OF MEMBERS TO SERVE ON OUTSIDE BODIES

To appoint members of the Council to serve on the following outside bodies:

- **Duddon Partnership** - Cllrs Gray and Wright
- **South Copeland Partnership** - Cllrs Savage, Wright and Lockwood
- **Ghyll Scaur Quarry Liaison** - Cllrs Butcher and Newman
- **CGP** - Cllrs Butcher, Kitchingman, Nugent and Newman
- **Thwaites Village Hall** - Cllr Kitchingman
- **Whicham School fund** Cllr Butcher
- **CALC** – decision to be made at meetings as to who will attend and represent the council

5/16 The Minutes of the Annual General Meeting held on 11th May 2015 were approved and signed by the Chair

The Annual General Meeting closed and the normal meeting resumed

6/16 Minutes of Meeting held 4th April 2016.
The following change was made:
Item 118/15 change title from “Power without Pylons” to “Parish Council”
The minutes were approved with the above changes and signed by the Chair.

7/16 DECLARATIONS OF INTEREST
There were no declarations of interest.

- 8/16** A report had been received from PCSO Booth in his absence. There was nothing of note to report.
The report was accepted.

9/16 APPLICATIONS FOR DEVELOPMENT:

9/16.1 To examine applications for development and submit observations to the Planning Authority

4/16/2115 Erection of Two Storey extension to rear
Springfield, Dunningwell, The Green, Millom

No objections

It was determined at the next meeting to develop a policy on Planning Applications and accelerated planning, where applications arrive and decisions required prior to a formal meeting.

9/16.2 To ratify the observations submitted by the Clerk under devolved powers since the last meeting.

None

9/16.3 To note the decisions of the statutory planning authority with regards to recent applications

None received

9/16.4 Concerns were expressed at the tree clearing work being undertaken at Dunningwell Hall. It was considered that the house was of significance to the area.

RESOLVED It was agreed that a letter be sent to the Planning Officer expressing concern requesting notification of any alterations.

9/16.5 Planning Sub Committee

It was **RESOLVED** that the Planning Sub Committee would consist of Cllrs Wright, Butcher, Huck and Nugent. Cllr Wright to bring Terms of Reference to next meeting.

10/16 FINANCIAL RECORDS

10/16.1 The following payments were approved:

CALC	Councillors course	£ 44.25
CALC	Annual subscription	£214.00
Zurich	Insurance	£374.85
The Hill Village Hall	Meeting Room Hire 2015	£ 96.00
V Bradley	Internal Audit fee	£ 60.00

10/16.2 To note the receipt of payments

CTR Parish Grant	£ 52.44
Parish Precept	£6112.00

10/16.3 New Financial Regulations

It was **RESOLVED** to adopt the amended Financial Regulations

10/16.4 Schedule of Assets

It was **RESOLVED** that the Schedule of Assets presented to the meeting were correct.

10/16.5 Annual Governance Statement

Each section of the Annual Governance Statement (1 – 8) was read out to the Council. On each statement it was agreed that the Council had complied with its

statutory duty to ensure that a sound system of internal control was in place for the management of the Council's finances.

The declaration was signed and dated by the Chair Cllr Savage on behalf of the Council.

10/16.6 The accounts for the year ending 31.03.16 which had been audited by the approved internal auditor were submitted to the Council for approval as a true and correct record of the Council's financial activity. The Clerk explained the variances to the Council.

It was **RESOLVED** and that the accounts be submitted to BDO Hayward (Audit Commission) for external audit.

11/16 PARISH MATTERS

11/16.1 Cllr J Barker had tendered her resignation. A letter of thanks to be sent.

There are now 2 vacancies for councillors. 3 Applications had been already received, a letter of acknowledgment to be sent to all applicants. An advert to be placed on the notice boards and in Out and About. A sub skills group of Cllrs Savage, Lockwood and Kitchingman to look at distribution of Councillors and current skills within the parish, and identify shortfalls.

11/16.2 Inspection of Assets

Cllr Gray to update the inspection forms and prepare a rota of Councillors to undertake the inspections on a quarterly basis.

12/16 CORRESPONDENCE

The Clerk reported that a letter had been received from The Pensions Regulator

13/16 DATE OF NET MEETING 6 June 2016 The Hill Village Hall

Meeting closed at 9.10pm

Signed

Date.....