MILLOM WITHOUT PARISH COUNCIL
MINUTES OF THE ANNUAL GENERAL PARISH COUNCIL MEETING HELD ON MONDAY 21st MAY 2018 IN THWAITES VILLAGE HALL, COMMENCING AT 07.00PM

PRESENT: **Cllr D Savage (Chair),** Cllr L Butcher, Cllr J Gray, Cllr I Lockwood, Cllr W Huck, Cllr M Kitchingman, Cllr P Murray, Cllr A Calsy and Cllr G Napoletani

Cty Councillor K Hitchen
2 members of public were present

1/18 APOLOGIES: Cllr B Wright and Cllr A Nugent

2/18 ELECTION OF OFFICERS. Cllrs Savage and Wright stood down
Nomination for Chairman – Cllr D Savage. Proposed by Cllr Calsy, Seconded by Cllr Lockwood
Nomination for Vice Chair – Cllr B Wright. (in his absence, Cllr Wright had expressed a desire to be re-elected as Vice Chair) Proposed by Cllr Butcher, Seconded by Cllr Calsy. All councillors were in agreement.

3/18 Acceptance form signed by Cllr Savage.
Cllr Savage took the Chair.

4/18 Minutes of Annual General Meeting 15th May 2017
The Minutes of the Annual General Meeting held on 15th May 2017 were approved and signed by the Chair. Proposed by Cllr Lockwood, seconded by Cllr Butcher.

5/18 APPOINTMENT OF MEMBERS TO SERVE ON OUTSIDE BODIES

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

- **Duddon Partnership -** Cllrs Wright and Calsy
- **South Copeland Partnership -** Cllrs Wright and Lockwood
- **Ghyll Scaur Quarry Liaison -** Cllrs Butcher and Savage
- **CGP -** Cllrs Butcher, Kitchingman, Nugent and Murray
- **Thwaites Village Hall -** Cllr Kitchingman
- **Whicham School fund** Cllr Butcher
- **Ghyll Scaur Quarry Fund** Cllrs Savage, Lockwood, Calsy and Wright
- **3 tier Meeting** Cllr Napoletani

The Annual General Meeting closed at 7.12pm and the normal meeting resumed

6/18 Exclusion of Press and Public

There were no items on the agenda that would require the exclusion of the press and public.

7/18 DECLARATIONS OF INTEREST

None

8/18 Minutes of Meeting held on 9th April 2018.

The minutes were approved with an amendment to the name of the Police Commissioner to McCall (not McCabe) proposed by Cllr Butcher and seconded by Cllr Napoletania. The amended minutes were signed by the Chair.

9/18 Police Liaison Report

A report had been received from PCSO Booth which had been previously circulated to Councillors. This report was accepted.

The Chair reported that Mr McCall (Police Commissioner) had begun to implement some of the actions taken away from the April meeting. Sgt McDonald had been in contact with the Chair to arrange a meeting to discuss some of the issues raised. It was agreed that the meeting should include other parishes and Millom Town Council as the issues raise impacted on all communities. It was agreed that the meeting should be with South Copeland Partnership.

10/18 PROGRESS REPORTS

10/18.1 Fell View

Cllr Savage reported that he had spoken with Mr Hayhurst, Planning Officer and that the process for the planning application should be commencing week of 21st May 2018. This had been confirmed by the applicant who was prepared to meet residents on a 1:1 basis to talk through the plans. It was still felt that there should be a residents meeting with the plans available to be seen and that the applicant should also be present to answer any questions or points raised.

It was suggested that the residents meeting should be at 6.15pm Monday 4th June 2018 **(subject to the planning application having been received**).

There may be reluctance on behalf of the applicant to attend the meeting in person, but it was considered to be the best option. It was to be made clear at the meeting to residents that the meeting was to review the planning application and this would be the focus of the meeting.

Cty Cllr Hitchen stated that there may be a S106 imposed on the development, but this would be ascertained once the planning application had been released.

10/18.2 Street Lighting

This is to be now included in the community plan.

11/18 PUBLIC PARTICIPATION

Issues had already been discussed during the Annual Parish Meeting.

12/18 COUNTY COUNCIL AND DISTRICT COUNCILLORS' REPORTS

Cty Cllr Hitchen reported that a formal response to the Boundary Commission had been formulated by Copeland Borough Council and an amendment had been approved that Drigg/Carleton Parish not be split between 2 wards. He hoped that other Parish Councils would support this amendment.

Cty Cllr Hitchen was asked to follow up with County Highways the Broadgate signs.

Cllr Savage stated that Highways were promising actions and then failing to deliver or respond within agreed timescales. Cllr Hitchen to report back once he has spoken to Highways.

Cllr Hitchen reported that no figures had been obtained as t average speeds on A5093 and yet had been in other “hot-spot” areas. As yet he had not had a satisfactory explanation. Police have to agree to the location of average speed cameras. Cost will be an issue and subject to a comprehensive justification. Other options could be considered.
Cllr Hitchen had pointed out that the new proposed 2 Councillor Ward would be responsible for 9 -10 Parish Councils

13/18 APPLICATIONS FOR DEVELOPMENT:

13/18.1 To examine applications for development and submit observations to the Planning Authority
4/18/2202 Erection of Single Storey extensions to side and front elevations
Combe View, The Hill
The Council resolved to support this application.

13/18.2 To ratify the observations submitted by the Clerk under devolved powers since the last meeting.
None

13/18.3 To note the decisions of the statutory planning authority with regards to recent applications
None received

14/18 FINANCIAL RECORDS

14/18.1 The following payments were approved:

CALC	Annual subscription	£186.00
V Bradley	Internal Audit fee	£ 65.00

After discussion it was agreed to take up the offer of a 5 year contract with Zurich, which offered a discounted rate

Zurich Municipal	Insurance renewal	£368.09

14/18.2 To note the receipt of payments

Parish Precept	£8400.00
Rogers – garage Licence fee	£ 55.00
Giles – garage Licence fee	£ 55,00
Whicham PC – reimburse course fees	£ 23.34
Bootle PC – reimburse course fees	£ 23.34

14/18.3 To receive and note the bank reconciliation statements dated 4 May 2018
The bank reconciliation had been completed by the Clerk and presented to the Council for approval. This was checked and verified by Cllr Kitchingman

14/18.4 To consider the Budget Comparison Report as at 30 April 2018 and determine action need to address deviations from the budget.
No actions required

14/18.5 Schedule of Assets
It was **RESOLVED** that the Schedule of Assets presented to the meeting were correct.

14/18.6 To receive and note the accounts for the year ending 31 March 2018 have been submitted and approved by the internal auditor and that they are a true and correct record.

It was suggested that a colour coding system was introduced to align the income/expenditure accounts with the corresponding boxes required by external audit.
Proposed by Cllr Kitchingman and seconded by Cllr Calsy to accept the audited accounts

14/18.7 To determine that the Parish Council has met the qualifying criteria to certify them as exempt from a limited assurance review.
The Council were satisfied that the Parish Council met all qualifying criteria to submit a certificate of exemption. Proposed by Cllr Gray, Seconded by Cllr Murray

15/18 PARISH MATTERS

15/18.1 Community Plan
Cllr Murray gave an update – 2 meetings of the steering group had been held. A questionnaire had been agreed and will be distributed via the Out and About magazine and responses were required by 31 July 2018. An online questionnaire had also been developed. Events were planned where questionnaires would be available and residents encouraged to talk about the Community Plan and what they would like including. Events will be held in the Village Halls, Thwaites Gala and at the Punch Bowl pub in The Green.
After which an analysis of the results would be used to develop the Community Plan. Local businesses had donated prizes for completed questionnaires entered into a draw.
An application had been made to ACT for £500 towards the development of the Community Plan and training. It was proposed by Cllr Lockwood and seconded by Cllr Gray that an additional £500 is allocated from Parish Council funds.

15/18.2 Litter Pick
After the success of the April litter pick another one has been arranged for Wednesday 13 May 2018 at 6pm at the Oaks traffic lights and The Hill. Cllr Gray volunteered to undertake one at School Ellis car park on another date. The response to the request for volunteers had been disappointing but 6 members of the WI were joining the May event.
The Clerk reported that the insurance provider would not cover liability on public highways where there was no pavement or wide verges.

15/17.3 Policies and Procedures and Consultations

a) Response to Copeland boundary electoral changes
Discussion took place on the proposed ward boundary changes. It was felt that the name of Black Combe/Scafell was not reflective of the area. There were concerns that 2 councillors covering 1 ward would dilute the 1:1 relationship currently enjoyed between Parish Council and Borough Councillor. It was agreed that Cllr Savage submit a response.

b) South Copeland Partnership- approve changes to Terms of Reference
The draft Terms of Reference was approved. Proposed Cllr Calsy, seconded by Cllr Murray

c) Approve Data Protection Policy
The Clerk had previously circulated a copy of the Policy to all Councillors. This was accepted, proposed by Cllr Gray, seconded by Cllr Lockwood

d) Approve Website Privacy Policy
The Clerk had previously circulated a copy of the Privacy Policy to Councillors. This was accepted, proposed by Cllr Calsy, seconded by Cllr Wilson

17/18 Reports from outside Bodies
None

18/18 CORRESPONDENCE

The following correspondence had been received:

- Letter from a resident regarding the planning application made by the Punch Bowl public house. A response to be sent by the Clerk
- An email had been received regarding the withdrawing of the no.7 bus service from Haverigg/Kirkby-in-Furness to Barrow during off-peak times commencing on 23rd July. The Clerk was instructed to respond identifying concerns of further isolation of rural communities, the restrictions on day to day activities and the lack of consultation.
- The Clerk reported that a letter had been received from Natwest re the request for the transfer of monies into the Reserve account. The transfer had still not been undertaken. A response to be sent.
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19/18 COUNCILLOR MATTERS

- Cllr Kitchingman asked who owned the bus shelters at The Green and The Hill. The Clerk to investigate.
- Cllr Calsy reported that Japanese knotweed had been found on the A595. This to be reported
- Cllr Wilson reported that the verge boulders at Duddon Bridge had been dislodged and required reporting
- Cllr Savage asked that the coping stones on the Duddon Bridge had still not been replaced.
- Cllr Lockwood reported that he had disposed of the rubbish that had been dumped on the common land at Underhill
- Cllr Huck reported that one of the garages at the Pinnel Hole was potentially not being used and was falling into a state of disrepair. Cllr Huck to provide the information to the Clerk.

20/18 DATE OF NEXT MEETING 4 June 2018 The Hill Village Hall at 7.30pm. A residents meeting to commence at 6.15pm re the planning application at Fell View subject to receipt of the appropriate planning application.

There being no other business the Meeting closed at 9.00pm

Signed .... Date.....................