

WINSCALES PARISH COUNCIL

The ANNUAL ASSEMBLY of Winscales Parish Council was held at

Allerdale House Council Chamber on
Thursday 24 May 2018 commenced at 6:00pm.

PRESENT: (Councillor's) Michele Twiss, Hilary Harrington, Michael Heaslip, Peter Fox, (Clerk)
Mrs. A Meek

APOLOGIES: Cllr Mark Fryer

To note – it was agreed to hold the Annual Assembly before the Annual Parish meeting to enable co-option and Elections of Chair and Vice Chair to take place.

1. **Notice Convening the Meeting:**

Notice dated 15 May 2018 was taken as read

2. **Co-opt Mr Peter Fox onto the Parish Council**

Proposed MT, seconded HH. Peter Fox accepted - Cllr Fox was given the declaration of acceptance of office form and Declaration of disclosable pecuniary interests form (Town and Parish) MH – one member of the five temporary Allerdale Councillors will be asked to stand down.

3. **Election of Chairman and Vice-Chairman:** Elected for 2018/19

Cllr Heaslip proposed Cllr Twiss as Chair, seconded Cllr Harrington, and Cllr Twiss accepted
Cllr Heaslip proposed Cllr Fox as Vice Chair, seconded Cllr Harrington, and Cllr Fox accepted

4. **Minutes of Last Meeting:** 27 March 2018

To record, Item 7 Financial review of accounts – A Meek noted typed error of payments being noted in March 2018 meeting, corrected and initialled by Chair and Clerk
Chair accepted and signed as an accurate record

5. **Matters Arising from the Minutes:**

a. **Co-option of Parish Councillor:** Vacancies discussed, Cllr Harrington has completed a walkabout of the houses within the parish to try to recruit new councillors, 4-5 people seemed interested, Cllr Twiss to follow up

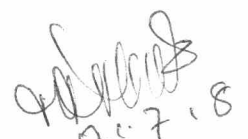
b. **Your Energy/Cumbria Community Foundation:** AM contacted Community Foundation for an extension to the completion of the Notice board update – all agreed to purchasing the notice board then to look at possible sites, planning application etc. AM to obtain quotes for the next meeting. AM to contact Steve Long in Planning for more information regarding permissions

c. **Defibrillator:** all agreed to proceed with the funding application for the equipment, to look at siting, completing regular reports and maintenance of the equipment – possible sites for the defibrillator discussed were Hunday Manor Hotel and the Ambulance Service Station. MT to talk to Ambulance service.

d. **Transparency Code:** Discussed to ensure compliance, agendas and minutes are available on the website showing income and expenditure.

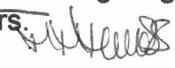
6. **Public Participation Session**

No members of the general public attended the meeting

7.6

A. 7. 18

7. **Planning Notifications:**

Discussed applications/decisions since last meeting

- a. **2/2018/0153** J Bower & Sons – proposed new double span agricultural silo storage building – no objection
- b. **2/2018/0170** West Cumberland Engineering – Erection of two storey prefabricated building – no objection
- c. **2/2018/0215** Eddie Stobbart Ltd – Variation of condition 3 on planning approval 2/2018/0470 - all agreed to an objection due to noise levels and lighting etc. AM to respond for Parish, ~~MT, PF to respond as parish councillors.~~ 

8. **Correspondence:** Received/actioned since last meeting
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9. **Financial Review/Accounts:**

Income/expenditure/current balances/annual audit

Income – none to record

Transactions –	Cheque No:- 000011 ABC Posting of leaflets, Invoice	£40.60
	Cheque No:- 000012 A Meek – Salary and expenses	£1,047.09
	Cheque No:- 000013 CALC Subscription	£111.00
	Cheque No:- 000014 Eric Holmes – Internal Audit	£50.00

End of financial year 2017/18 Internal check of accounts completed and signed by Mr E Holmes – it was agreed to procure Mr Holmes services for future internal audits Chair and Clerk/Responsible Financial Officer signed during the meeting. AM to post to External Audit.

10. **Donations:** Consider all requests submitted during last financial year
MH – does the parish council always wait until this meeting to consider donations?

- a. Citizens Advice Bureau letter discussed
- b. Dyslexia letter discussed

As Winscales is a small populated parish with a minimum precept it would be pragmatic to spend the money for and within the parish itself - it was therefore agreed not to make donations to either of the above charities.

Meeting closed at 7:30pm

Recorded by Angela Meek (Clerk)