

WINSCALES PARISH COUNCIL

The **ORDINARY MEETING** of Winscales Parish Council was held at Hunday Farm, Hunday, on **Friday, 16 September 2016** commencing at 7.00pm.

PRESENT: Messrs A Bode (Chairman), J Bowe (Vice-Chairman), P Gilmore, Mrs A Renney, M Twiss and H Booth (Clerk) nee Blacklock.

APOLOGIES: Mr J Palmer

1. NOTICE CONVENING THE MEETING: Notice dated 1 Sept 2016 convening the meeting taken as read.

2. MINUTES OF THE LAST MEETING: Minutes of the last meeting held on 8 July 2016 were approved as correct by all members present and were duly signed by Mr Bode.

3. MATTERS ARISING FROM THE MINUTES

a. **Co-option of Parish Councillor:** No further developments.

b. **Your Energy/Cumbria Community Foundation:** Invoice received; Cheque No 000249 raised on 18.07.16 and submitted to Cumbria County Council to comply with 28 day payment period. Request for photographs for the 2016 Annual Review.

Action: Mr Bode to liaise with Rob Muscat.

c. **Potatopot Grant:** Elizabeth Payne, Grant Manager, has forwarded details of the fund to M Twiss. The footpath project is eligible as long as it is not the statutory responsibility of anyone else to undertake the works. Maximum grant available £9000. Initial deadline 31 August extended - insufficient applications.

Action: Clerk to contact Cumbria CC to discuss.

d. **Potholes, Jubilee Road:** Reported via the Cumbria CC website Ref CT/WEB161400333. Mr Gilmore contacted and informed the road is unadopted hence not the responsibility of the council; the onus is on the businesses within that area.

Action: Clerk to contact Cumbria CC to seek clarification of way forward.

4. PUBLIC PARTICIPATION SESSION: No members of the general public attended the meeting.

5. PLANNING NOTIFICATIONS

Received/Actioned prior to Meeting:

Reference: 2/2016/0538

Applicant: Seat UK

Proposal: Advertising consent 4 x fascia signs, 2 x pylon, 1 x demonstration, 4 x flag, 1 x parking, 1 x decker clip, 1 x corner and a welcome arch

Location: Unit 1-3 Dobies Business Park, Lillyhall Industrial Estate

Decision: Circulated and **no objections** (dated 10 Aug/ received 17 Aug/ replied 19 Aug with a request that future correspondence is posted in a more timely manner)

Reference: 2/2016/0551

Applicant: Ms Perry, CITL, Vodafone Ltd

Proposal: Addition of two antennae, one GPS, associated cabinets together with ancillary development

Location: Existing Mast at Winscales House

Decision: Circulated to members and residents; comments from one resident regarding the perceived link between phone masts and cancer rates forwarded to Allerdale BC (dated 16 Aug/ received 22 Aug/ replied 4 Sept)

Actioned at the Meeting:

Reference: 2/2016/0573

Applicant: Mr John Wedgewood

Proposal: Demolition of existing dwelling and workshop and use of land for the erection of four dwellings (resubmission of 2/15/0761)

Location: Fair View, Winscales Road, Winscales

Decision: **No objections** in principle; to raise the question of provision for the perceived increase in traffic flow onto the already busy and fast A595 – not only future residents but whilst building taking place (dated 30 Aug/ received 3 Sept)

Reference: 2/2016/0583

Applicant: Mr John Collier, AGR Peak Power Ltd

Proposal: Installation and operation of four gas engines and ancillary development

Location: Land off Blackwood Road, Lillyhall Industrial Estate

M Twiss to visit local residents and response to be submitted once views known. Clerk to contact two local residents to make them aware of application and invite contact with M Twiss to discuss.

Decision: **To be submitted** (dated 5 Sept/ received 9 Sept)

Decisions by Allerdale Borough Council:

2/2016/0381: Alterations to building and reconfiguration of car park, GEN2 – approved 27.07.2016

2/2016/0538: Advertisement consent, SEAT UK – approved 09.09.2016

Decisions by Cumbria County Council: None

Development Panel: None

6. CORRESPONDENCE

ALLERDALE BOROUGH COUNCIL:

Customer Services: New contact number 0303 123 1702

CUMBRIA ASSOCIATION OF LOCAL COUNCILS

Allerdale Parish Meeting: 29.09.16 7pm Cockermouth Town Hall; agenda presented.

North West Coast Connections Project: The next stage of public consultation due to commence in September has been delayed and is now unlikely to take place this year.

Transparency Code: Feedback is that the parish council websites are impressive and the necessary documentation is being displayed. Reminder to those yet to comply.

Circular: July/August 2016

Retention of Documentation: Guidance paper available – Clerk has requested copy.

Circular: September 2016

Contents noted.

CUMBRIA COUNTY COUNCIL

Highways: Temporary road closure re essential carriage works at Heathfield Bridge, A596 Thursby Roundabout to Lillyhall Roundabout on 1 and 28 September – signs will be in place.

MISCELLANEOUS

AON: Insurance Act 2015 came into effect 12.08.16; one key change is a new duty on clients which changes how information is provided to insurers and is explicit regarding who needs to be consulted when gathering such information. Clerk to retain.

Broadband Connectivity: Thank you from residents re submission of their views to MP Sue Hayman.

Clerks and Councils Direct: September 2016 newsletter.

Cumbria Constabulary Public Consultation Survey: Online; circulated to members.

Cumbria Tourism: Details of MyCumbria, a card scheme for residents - discounts and special offers – further information on www.mycumbriacard.co.uk – Clerk visited website - £20 annual fee.

Cumbria Victims Charitable Trust: Supporting victims of crime and anti-social behaviour – request for donations.

Action: To discuss at next Annual Assembly – May 2017.

Sue Hayman MP: 10/8: Comments re broadband connectivity forwarded to BT Openreach. **5/9:** Invitation to meeting 05.10.16 2.30pm, Kirkgate Centre with Andy Swindell (BT) and Sue Hayman.

Action: M Twiss to attend if possible; Clerk to request invitation be extended to the above residents and inform them accordingly.

The Children's Foundation: To improve and health and wellbeing of children and young people; last year assisted 30000 youngsters across the North East and North Cumbria - request for donations.

Action: To discuss at next Annual Assembly – May 2017.

Workington Town Council: Great Place Scheme (Heritage Lottery Fund and Arts Council England).

NALC:

Being a Good Employer: Electronic copy. Clerk to retain.

Planning: Minor amendments to planning legislation which set out the rights of parish councils to be notified about planning authority decisions, including the rights of local councils to be notified of 'permissions in principle' applications as introduced by the Housing and Planning Act 2016.

Transparency Fund: Revised guidelines. Clerk to retain.

All the above correspondence duly **noted**, the exception being where a specific action is stated.

7. FINANCIAL REVIEW/ACCOUNTS

Transactions since the last meeting:

	£
Income: None	
Expenditure: 02.08.16: Chq No 000249 Cumbria CC (grant invoice)	12500.00
23.08.16: Chq No 000250 BDO LLP (audit fee)	120.00
Cheques Written Prior to Meeting: Chq No 000249 Cumbria CC (grant invoice)	12500.00
Chq No 000250 BDO LLP (audit fee)	120.00
Cheques Written at the Meeting: Chq No 000251 H Booth (salary/expenses)	1240.52
(salary £1050/postage £12.64/stationery £46.34/broadband £89.94/mileage £41.60)	

Current Balances:

Lloyds TSB Current Account **£555.72**

Cumberland Building Society Savings Account **£3075.69**

Total Balances: £3631.41

Annual Return: Certified annual return received; no issues highlighted. Audit fee of £120 charged due to receipt of grant monies taking the annual income/expenditure over the £10001 threshold; this will apply next year as the invoice was not received/paid within the same financial year. Fee queried but confirmation received from the auditors that the fee scales are set and cannot be waived. Cheque No 000250 written on 10.08.16 and forwarded to comply with the 14 day payment deadline. Annual Return and Notice of Conclusion of Audit displayed in parish and on website as instructed.

Cheque Signatories: Form obtained from Cumberland Building Society; currently Clerk and A Bode signatories; proposed A Bode, seconded P Gilmore and agreed by all present to add M Twiss as signatory. Passbook to A Bode and he and M Twiss will action this. Difficulties amended signatories on current account as this cannot be actioned in-branch.

Action: Clerk to take this forward.

HMRC: Real Time reporting continues to be processed by the Clerk in line with requirements.

Precept: Allerdale Borough Council has confirmed second instalment of £1458.88 plus grant element £41.11 = £1499.99 due to be credited week commencing 19.09.16.

The meeting ended at 8.35pm

Next meeting: Friday, 25 November 2016

SIGNED: **DATED:**