


WINSCALES PARISH COUNCIL
CHAIRMAN'S ANNUAL REPORT - 1 APRIL 2016 TO 31 MARCH 2017

**This report summarises the activity of Winscales Parish Council
during the last financial year**

- 1. ELECTION OF CHAIRMAN/VICE-CHAIRMAN:** At the Annual Assembly held on 6 May 2016:
Proposed by Mr J Palmer, seconded by Mr P Gilmore, and agreed by all those present, that Messrs Alan Bode and J Bowe should continue as Chairman and Vice-Chairman respectively. Both parties accepted and the Declaration of Acceptance of Office was duly signed.
- 2. LOCAL ISSUES**
- **A595 Parton-Lillyhall Bypass:** Members continue to liaise with Highways, attend site visits and forward suggestions and comments regarding improvements and/or ongoing problems along this stretch of road.
 - **Allerdale Local Plan Preferred Options Consultation:** Confirmation that the site suggested by Winscales Parish Council as suitable for potential housing development is not supported.
 - **Allerdale Borough Council Budget Consultation 2017/18:** Comments submitted by the parish council.
 - **Connecting Cumbria:** Members continue to liaise with Sue Hayman MP, BT representatives and local residents – latest update suggests end of April 2017 as the go live date for an enhanced Broadband service.
 - **Co-option of Parish Councillor:** There continues to be one vacancy on the parish council. Details can be found on the parish council website www.winscalesparishcouncil.org
 - **Defibrillator:** Discussions ongoing regarding possible provision of defibrillator in the parish.
 - **Footpath (Branthwaite Road):** Cumbria County Council has confirmed that funding to extend this footpath is unlikely to be granted in the current climate. Request submitted to remain on the agenda of Cumbria County Council; if any funding is secured consideration can then be given as to where the balance may be obtained from.
 - **Moorside Power Plant:** Comments submitted regarding this proposal.
 - **National Grid/North West Coast Connections:** Members continue to represent the parish at public consultation meetings and comments forwarded prior to the deadline. Recent publications suggest the connection will only proceed if the Moorside Power Plant is approved.
 - **NHS Clinical Commissioning Groups:** Notification of proposed new ward boundaries and confirmation that there should be no change to parish councils.
 - **Planning Applications:** The council continue to submit comments on proposed build, and raise concerns regarding any perceived inconsistency in local council decisions. Comments were submitted on approximately 16 new applications during the last financial year.
 - **Potatopot Windfarm Community Fund:** Two parish council representatives have joined the Advisory Committee in respect of distribution of grant monies.
 - **Potholes, Jubilee Road:** Liaised with Connect Roads regarding this issue; confirmation it is not Cumbria County Council's responsibility (unadopted road), however an attempt has been made by an unknown source to rectify the problem.
 - **Studsvik:** Mr Bode continues to represent the parish council when meetings are held.
 - **Your Energy/Cumbria Community Foundation:** Members continue to attend meetings with representatives of Cumbria Community Foundation. Footpath improvements were completed from grant monies received from Cumbria Community Foundation. This now connects the industrial estates to the A595, for use by pedestrians, cyclists and horse-riders and has been well received.

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- 3. ANNUAL AUDIT:** The accounts for 2015/16 were submitted to the external auditors who confirmed that all relevant legislation and regulatory requirements are being met. Accounts for 2016/17 now complete and will be presented at the parish council Annual Assembly on 5 May 2017 for discussion and approval. Following sign off by both the Internal Auditor and the Chairman these will be submitted to the External Auditors (BDO) by the required date of 10 July 2017.

The accounts can be inspected from 5 June to 14 July 2017, and a notice to this effect will be displayed both on the bus shelter notice board on Hunday Road and on the parish council website, as will a copy of this Chairman's Report. Accounting information will also be published on the website.

Precept Request: £3000 for the financial year 2017/18 – no change to the amount requested for 2016/17.

Risk Assessment: Compiled for this financial year as part of the audit regulations. Circulated to all members, copy to be displayed on notice board and website.

Annual Review of Internal Audit, Bank Reconciliation and Explanation of Significant Variances: Completed in line with audit regulations; available to view and will also be published on the website.


- 4. INSURANCE:** Adequate insurance cover is in place with AON. Cover includes:

Public Liability:	£10 million sum insured	
Employers Liability:	£10 million	
Money:	£300-£2500	
Crossed Cheques/Non-Negotiable Money:	£250000	
Fidelity Guarantee:	£250000	
Officials Indemnity:	£500000	
Libel and Slander:	£250000	
Property Damage (bus shelter):	Covered	
Personal Accident:	£100-£100000	
Legal Expenses:	Covered	
Annual Premium as at 1 June 2016:	£228.36	Renewed 1 June annually

- 5. POLICY AND PROCEDURE:** Winscales Parish Council adheres to all statutory requirements, to include:

- **Audit, Data and Transparency Requirements:** Ongoing.
- **Governance and Accountability for Local Councils:** Last published in March 2014.
- **Model Code of Conduct:** Revised September 2012.
- **NALC Financial Regulations:** Revised January 2016.
- **New Governance and Accountability Practitioners Guide:** March 2016.
- **Pension Regulator:** No action required in respect of pension provision for the Clerk.
- **Retention of Documentation:** Guidelines provided from Cumbria Association of Local Councils.
- **Standing Orders:** These continue to be reviewed annually and adhered to. The last revised version was discussed and adopted at the January 2014 meeting.

- 6. DONATIONS:** During the last financial year a donation of **£15** was made to the Great North Air Ambulance Service.

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7. SUBSCRIPTIONS: During the last financial year Winscales Parish Council subscribed to their annual membership of Cumbria Association of Local Councils **£106**.

8. MEMBERS OF WINSCALES PARISH COUNCIL


Chairman: Mr Alan Bode, 14 Winscales Avenue, Distington
Vice-Chairman: Mr John Bowe, Hunday Farm, Hunday
Councillors: Mr Peter Gilmore, 2 Staff Houses, Toll Bar, Distington
Mr Jackson Palmer, 75 Moor Road, Stainburn
Mrs Annie Renney, 2 Hall Garth, Gt Clifton, Workington
Mrs Michele Twiss, Heatherigg, Winscales
Clerk: Mrs Hazel Booth, 2 Hall Garth, Gt Clifton, Workington (Tel: 0796 101 2391)

9. DETAILS OF PARISH COUNCIL MEETINGS: Meetings are normally held in January, March, May (Annual Parish Meeting and Annual Assembly), July, September and November, the venue being Hunday Farm, Hunday, Winscales, unless otherwise stated on the agenda. The meetings usually commence at 6.00pm. There is a Public Participation section on the agenda. Notice of the meeting is displayed on the notice board at least three days prior and on the website. Minutes can be inspected by contacting the Clerk.

Any planning applications or correspondence received between meetings will be actioned by the Chairman, Clerk and parish council members should a decision or response be required before the next meeting date. In exceptional circumstances an emergency meeting would be called.

Report prepared by: Hazel Booth, Clerk to Winscales Parish Council – 14 April 2017

Report discussed and approved as an accurate summary by all members present at the Annual Assembly of Winscales Parish Council held on 5 May 2017


SIGNED: **DATED:** 5.5.17.....
(Chairman)