

## **BOTHEL AND THREAPLAND PARISH COUNCIL**

At the Annual Meeting of Bothel & Threapland Parish Council held at the Village Hall, Bothel on Tuesday 12<sup>th</sup> May, 2015 commencing at 8.25 p.m.

Present:

S. Austin  
G. Bowe  
K. Nelson  
R. Teasdale  
N. Todhunter  
R. Watson

Also Present:

A. Bowness, Cumbria County Council  
J. Mounsey, Allerdale Borough Council  
J. Rae (Clerk)

Two members of the public

### **1. ELECTION OF CHAIRMAN FOR COUNCIL YEAR 2015/2016**

A nomination was received from Cllr Bowe, seconded by Cllr Austin that Cllr Todhunter be re-elected Chairman for council year 2015/16. No other nominations were received. **RESOLVED** that Cllr Todhunter be re-elected Chairman for the ensuing year.

### **2. TO RECEIVE THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE**

Cllr. Todhunter assumed the Chair and signed a declaration of acceptance of office.

### **3. APPOINTMENT OF VICE-CHAIRMAN FOR COUNCIL YEAR 2015/16**

**RESOLVED** that Cllr Story be re-elected Vice Chairman for council year 2015/16.

### **4. APOLOGIES FOR ABSENCE**

An apology for absence were received from Cllr. M. Story

### **5. MINUTES OF THE MEETING 10 MARCH 2015**

**RESOLVED** that the minutes of the Parish Council Meeting held on 10<sup>th</sup> March, 2015 were agreed as a true record and signed by the Chairman.

### **6. TO APPOINT COMMITTEES AND SUB COMMITTEES**

Cllr Todhunter agreed to continue to Chair the Community Fund Sub Committee and the members to remain unchanged.

### **7. CHAIRMAN'S ANNOUNCEMENTS**

Members were reminded that the CALC Allerdale meeting will be held on Thursday 25<sup>th</sup> June at 7.00pm at Bothel Village Hall.

With regard to the request received from the Gardening Club at the last meeting Cumbria County Council had confirmed that they have no objection in principle to the positioning of planters providing they are sited at the very back of the verge.

The Chairman recorded his thanks to the Village Hall Management Committee for their dedication and efforts over the last few years. The parish now has a first class modern village hall.

Thanks were also recorded to fellow Councillors, Borough and County Councillor and the Clerk for their continued support over the last year.

## **8. DECLARATIONS OF INTEREST**

None received.

## **9. PUBLIC PARTICIPATION**

No matters were raised.

## **10. REPORTS**

- (a) Allerdale Borough Councillor: Cllr Mounsey reported that the Borough Council is consulting parish councils on the removal of BT telephones and replacing these with a defibrillator inside the kiosk.
- (b) Cumbria County Councillor: Cllr Bowness – no matters raised
- (c) Cumbria Police: PCSO Lyndsay Tuck was unable to attend the meeting. The report received gave details of two incidents involving straying stock on the A591 and in Bothel. It was also noted that there has been incidents of sheep thefts in the area recently.

## **11. COMMUNITY FUND**

The following grants were considered:

- (a) Torpenhow PCC – RESOLVED that the annual donation of £500 towards the grass cutting at St. Michael's Churchyard should be paid.
- (b) Binsey Link – Following a discussion it was RESOLVED that £1000 should be granted.

## **12. FINANCIAL REPORT**

- (a) The financial report as at 31<sup>st</sup> March was circulated for Members information.

Bank Balance 31<sup>st</sup> March 2015

HSBC	£ 2,183.06
CBS	£16,948.67

Income received:

Allerdale Borough Council (Half Yearly Precept)	£2,500.00
United Utilities (Wayleave)	£ 40.18

- (b) Annual Audit  
The Clerk reported that the internal audit had been carried out with no issues identified. The accounts were approved and the Chairman was authorised to sign the annual return and the annual governance statement. A notice has been displayed on the parish notice boards for a period of 14 days notifying electors of their rights to inspect the parish council accounts.
- (c) HMRC/PAYE  
The Clerk reported that the Final Payment Submission for tax year 2014/15 had been submitted to HMRC and a P60 end of year certificate has been issued to the Clerk.

### 13. PARISH COUNCIL'S INSURANCE/RISK MANAGEMENT

Renewal documentation had been received from Zurich Municipal Insurance at a premium of £342.81. An alternative quotation from Aon at £353.08 was also considered. **RESOLVED** to accept the renewal invitation from Zurich at a total premium of £342.81.

### 14. PAYMENT OF ACCOUNTS

**RESOLVED:** The following accounts were approved for payment

P. Wilson	Internal Auditor	£ 85.00
CALC	Annual Subscription	£157.00
Zurich Insurance	Annual Insurance	£342.81
AKN Developments	Repairs to Notice boards	£ 74.25

Payments from Community Fund Account

St. Michael's PCC	Churchyard Maintenance	£ 500.00
Binsey Link Magazine		£1000.00

### 15. CORRESPONDENCE

The list of correspondence received since the last meeting was circulated with the agenda and noted by Members.

Allerdale Planning Enforcement Plan  
CALC Allerdale 3 tier meeting  
United Utilities Final Water Resources Management Plan  
CALC Circular April 2015  
CALC Pre-election guidance for Town and Parish Councils  
ARP Action Plan 2015-2020  
CALC NALC's Direction of Travel  
CALC Circular May 2015

### 16. PLANNING

(a) Applications Received:

PB/2015/0015 – Removal of telephone and replace with defibrillator inside kiosk  
Greenways phone box adj to Greenways Threapland

(b) Decisions:

2/2014/0728 – Land adjacent to Bothel Parks, School Lane, Bothel  
Outline consent for residential development for a single dwelling  
OUTLINE APPLICATION APPROVED

2/2015/0123 – Craggside, Bothel  
Demolition of existing extension and erection of new single storey extension  
FULL PLANS APPROVED

Exempted Camping Team  
Application for a Certificated Site at Threapland Lees WITHDRAWN

### 17. HIGHWAYS/HIGHWAY MAINTENANCE

The following matters were raised and will be reported to County Highways:

Pot hole Bothel to Threapland road  
Flooding Park Road Estate

## **18. VILLAGE HALL**

The Chairman reported that the Village Hall Management Committee had forwarded a letter from their solicitors which indicated that the amendments to the Legal Charge have been made and this has been sent to the Big Lottery Fund for their approval. The solicitor's letter also requested that the parish council pass a resolution authorising the chairman or vice chairman and one other member of the council to sign the transfer and mortgage documents on behalf of the Council.

Following a discussion it was agreed that before any resolution is passed clarification is required on the mortgage document referred to in Oglethorpe & Broatch's letter. The Clerk was requested to write to the Chairman of the VHMC for this information.

## **19. STREET LIGHTING**

No further communication had been received from the Borough Council. It is understood that ENW have indicated they will be removing any street lights that had previously been removed but then re-sited on their poles.

## **20. WEBSITE**

The Chairman reported that the website has been updated and the draft minutes from the parish council meetings will now be loaded onto the website as soon as possible after the meeting. Work on a link for planning applications is still in progress.

## **21. AUDIT, DATA TRANSPARENCY AND WEBSITE**

The Clerk reported that following the introduction of the Transparency Code for smaller authorities it is now mandatory that the following financial information is published annually: All items of expenditure above £100, end of year accounts annual governance statement and internal audit report together with the bank reconciliation and explanation of significant variances. All the information is to be published on a website which is publicly accessible. The Clerk agreed to contact the administrator to enquire what the cost would be to include this information on the website. The costs to be met from the precept.

## **22 COUNCILLOR TRAINING**

Cllr Nelson expressed an interest in attending the new councillor training which will be held at Cockermouth Town Hall on 22<sup>nd</sup> June at a cost of £29.50. RESOLVED that a place be booked for Cllr. Nelson

## **23 PARISH ELECTION/VACANCY**

Following the elections on 7<sup>th</sup> May one vacancy exists on the parish council. The vacancy can be filled by co-option and will be advertised on the parish notice boards.

## **24. DATE OF NEXT MEETING**

The next meeting will be held on Tuesday 14<sup>th</sup> July, 2015.

The meeting closed at 9.15 p.m.

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