

BOTHEL AND THREAPLAND PARISH COUNCIL

At the Annual Meeting of Bothel & Threapland Parish Council held at the Village Hall, Bothel on Tuesday 14th May, 2019 commencing at 8.45 p.m.

Present:

S. Austin
R. Teasdale
N. Todhunter
R. Watson

Also Present:

A. Bowness, Cumbria County Council
Two members of the public
J. Rae (Clerk)

Prior to the meeting opening members signed a declaration of acceptance of office and were provided with a copy of the register of disclosable pecuniary and other registerable interests form for completion and return to the Monitoring Officer at the Borough Council.

1. ELECTION OF CHAIRMAN FOR COUNCIL YEAR 2019/2020

One nomination was received that Cllr Todhunter be re-elected Chairman for council year 2019/20. 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 2019/20

RESOLVED that Cllr Teasdale be elected Vice Chairman for council year 2019/20.

4. APOLOGIES FOR ABSENCE

An apology for absence was received from K. Nelson.

5. MINUTES OF THE MEETING 12 MARCH 2019

RESOLVED that the minutes of the Parish Council Meeting held on 12th March, 2019 were agreed as a true record and were signed by the Chairman.

6. TO APPOINT COMMITTEES AND SUB COMMITTEES

Cllr Todhunter agreed to continue to Chair the Community Fund Sub Committee.

7. CHAIRMAN'S ANNOUNCEMENTS

A letter had been received from the former Borough Councillor thanking the parish council for the flowers presented to her at the last meeting.

St Michael's School, Bothel had sent a letter thanking the parish council for the grant of £1400 from the community fund.

Thanks are to be recorded to parishioners for attending the Parish meeting and the meeting held on 23rd April.

8. DECLARATIONS OF INTEREST

None.

9. PUBLIC PARTICIPATION

No matters were raised.

10. REPORTS

- (a) Allerdale Borough Councillor: The Borough Councillor was not present at the meeting.
- (b) Cumbria County Councillor: Cllr Bowness reiterated that any highway issues should be reported on the HIMS at the County Council.
- (c) Cumbria Police: PCSO Hannah Donaughee provided a report, this had been circulated prior to the meeting. Two vehicle related incidents had occurred in March and April. A couple of reports regarding sheep being loose on the road had been received in March and April. Farmers are reminded to check their fields are secure to prevent livestock escaping and potentially causing an accident.

11. COMMUNITY FUND

The following payments were agreed from the Community Fund:

St. Michael's Church Torpenhow. RESOLVED to continue to grant a donation of £500 towards the churchyard maintenance.

Website Hosting Fee – RESOLVED to pay the invoice for £100 from DJ Web Design for the website hosting fee.

12. FINANCE

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

Bank Balance 31st March 2019

HSBC	£ 2,470.95
CBS	£48,521.60

It was noted that a cheque for £200 granted to the Childrens Dyslexia Project paid in March 2018 from the Community Fund had not been presented.

Income received:

Allerdale Borough Council - Half Yearly Precept	£3,000,00
Electricity NW – Wayleave	£ 30.71

A claim for a VAT refund of £151.50 had been submitted to HMRC.

- (b) NJC Pay Increase for Parish Clerks – Members noted that the NJC had agreed a pay increase of 2% from April 2019.

- (c) Cheque Signatories

Following the election on 2nd May only one cheque signatory remained on the council.

RESOLVED that Cllrs Austin and Teasdale be added onto the mandate as authorised signatories with former councillors being removed.

Cllr Teasdale had obtained a form from the Cumberland Building Society. The form was completed for return to CBS.

The Clerk agreed to update the online mandate with the HSBC.

The following item was moved up the agenda.

13. VACANCIES ON THE PARISH COUNCIL FOLLOWING THE ELECTION

Following the election three vacancies exist on the Parish Council. Mr. G. Bowe was present at the meeting agreed to be co-opted back onto the Council. Mr. Bowe signed a declaration of acceptance of office and was provided with a copy of the register of disclosable pecuniary and other registerable interests form for completion. Cllr Bowe would remain as a cheque signatory.

The two other vacancies will be advertised on the parish notice boards and in Binsey Link.

14. ANNUAL AUDIT

The Clerk reported that the internal audit had been carried out with no issues identified. Members considered the effectiveness of the system of internal control and agreed that this is satisfactory.

- (i) Annual Governance Statement – Members considered the Annual Governance Statement and agreed that arrangements are in place for effective financial management and the accounting statements are prepared in accordance with Accounts and Audit Regulations. **RESOLVED** that the Chairman and Clerk be authorised to sign the Annual Governance Statement.
- (ii) Accounting Statement 2018/19 – Members agreed that the Accounting Statement in the annual return fairly represents the financial position of the parish council. **RESOLVED** that the Chairman be authorised to sign the annual return.
- (iii) Certificate of Exemption - Members resolved that the Certificate of Exemption should be signed by the Chairman and Clerk certifying that the Parish Council is exempt from a limited assurance review and during the financial year 2018/19 the gross income for the year or gross annual expenditure for the year did not exceed £25,000.
- (iv) Period of Exercise of Public Rights – Members noted that the period for the exercise of public rights will commence on 17th June and will end on 26th July. A notice will be displayed on the parish notice boards notifying electors of their rights to inspect the accounts.
- (v) Publication on website – The Clerk reported the requisite documents will be added to the parish council's website.

15. PARISH COUNCIL'S INSURANCE/RISK MANAGEMENT

Renewal documentation had been received from Zurich Municipal Insurance at an annual premium of £376.54. The policy was considered to be adequate for the parish council's requirements. **RESOLVED** to accept the renewal invitation from Zurich Municipal.

The Chairman reported that an inspection of the trees on parish land had been carried out with no issues identified. An Inspection Plan will be put in place with reviews carried out on a regular basis to assess whether any maintenance is necessary.

It was also confirmed that the parish council assets are all in good order.

16. PAYMENT OF ACCOUNTS

RESOLVED: The following accounts were approved for payment

Internal Auditor	£ 85.00
CALC Annual Subscription	£145.56
Zurich Municipal Annual Insurance	£376.54

Payments from Community Fund:

St Michael's Church, Torpenhow	£500.00
Website Hosting Fee	£100.00

17. CORRESPONDENCE

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

- Allerdale Borough Council - Cumbria in Bloom Evening
- CALC - Three tier Meeting March 26th 2019
- CALC – March Newsletter
- CALC – April Newsletter
- Cumbria County Council – Pinfold Green
- Clerks and Councils Direct
- Cumbria County Council - Ellenvale Coaches New Village Rider Bus Service

18. PLANNING

(a) Applications received:

FUL/2019/0087 – Land to the north east of Threapland park caravan park
Erection of steel framed building for Geo Thermal Heating System for growing of plants.

VAR/2019/00013 – Old Chapel Close
Non compliance with condition 6 of application 2/2016/0077 relating to foul water drainage

(b) Decisions: None

19. HIGHWAYS

(a) Highway Maintenance

No additional matters were raised.

(b) A595 Improvements

This item had been discussed at the Parish Meeting. Members noted that further consultations will be held in June.

20. PINFOLD GREEN

Cumbria County Council, the registration authority, advised they had now considered the application and the material provided in support of the application to register the land at Pinfold Green as a village green. At the present time the registration authority is of the opinion that there is insufficient evidence that the land had been used for lawful sports and pastimes by a significant number of the inhabitants of the parish for 20 years.

Further evidence is invited to support the claim to be submitted by 31st May.

21. VILLAGE HALL

Cllr Watson reported that two weddings are planned to be held at the village hall in the coming months.

22. DATE OF NEXT MEETING

The next meeting will be held on Tuesday 9th July, 2019.

The meeting closed at 9.15 p.m.

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