

Draft Minutes of 24 May 2018 (AGM)

DUDDON PARISH COUNCIL

Minutes of the AGM meeting held on Thursday 24th May 2018 in the Rankin Room Victory Hall, Broughton-in-Furness

Present Cllr Curwen, Cllr Edmondson, Cllr Glessal, Cllr Johnson
Cllr Knowles, Cllr Longworth, Cllr Pitts.

Cllr Knowles gave a short speech thanking the clerk for keeping the Council on the straight and narrow. Thanked all the Parish Cllrs for volunteering their time to come to the meetings, for being on committees and helping in various things on behalf of the Parish Council. Cllr Knowles would also like to thank David Roe and Trevor Stride for bonfire night and New Years eve and also thanked Mr and Mrs Thomas for lighting up the Xmas tree in the Square. Thanks also go to Annette Carmichael for the Community Led Plan.

086/18 Election of Chair for the 2018/19

Cllr Knowles was proposed and seconded.

Resolved that Cllr Knowles take the chair for the year 2018/19.

087/18 To receive the Chairs Acceptance of Office

Cllr Knowles signed her declaration of Acceptance of Office as chair.

088/18 Election of Vice chair for the 2017/18

Cllr Longworth was proposed and seconded.

Resolved that Cllr Longworth be Vice Chair for the year 2018/19.

089/18 Apologies

Resolved to accept apologies from Cllr G Albion, A Downe, Cllr Sayers

090/18 Requests for Dispensations

There were no requests for dispensation.

091/18 Declaration of Interests

There were no declaration of interests. The clerk requested that everyone review their Declaration of interest forms following the AGM.

092/18 To consider if there are any items on the agenda from which the press and public should be excluded.

Resolved that no items are to be discussed in private

093/18 Minutes

Resolved that the minutes of the meeting held on Thursday 24th April 2018 be signed by the chair as a true record with the following amendment:

Cllr Pitts reported that some hedge cutting had been done but it had not been done, but, according to CCC Website it had been completed.

094/18 Public Participation.

- a) Police were not in attendance but had sent an email reporting the following:-
1. There had been 3 calls relating to highway disruption
 2. 2 reports of Anti-Social behavior including off road motor bikes
 3. Vehicle taken without owners consent. A motorcycle awaiting recovery was taken.
- This was recorded as a crime.
Date of next Broughton Police Desk is Thursday 7th June 10:30-12:00
- b) County and District Cllr Matt Brereton was in attendance and apologized that his apologies for not attending the last meeting had not been received in time for the parish council meeting. He reported that there will be some resurfacing commencing in next few days on Foxfield Road. Station Road is also going to be done and he has requested that New Street also be done. V Upton apologized that the No Sat Nav signs for Woodland still have not been ordered. Cllr Brereton has requested that all information regarding the lines at Wreaks End be sent to the clerk. There are issues regarding hedge cutting and weed killing. The consultation on the Coastal path has been postponed. He is concerned about the general state of disrepair on Duddon Bridge. He has had a complaint about trees needing thinning on both sides of Duddon Bridge. Cllr Brereton is going to a meeting with Duddon Valley Medical Practice who are in need of support. He also suggested that the Parish Council keep an allotment perhaps for cubs, brownies, school etc. A595 site lines need to be kept clear. There is lots of rubbish on the A595. A litter pick is needed from Gawthwaite to Duddon Bridge. A drain has not been fixed because someone from County has left but there is no replacement yet. Cllr Brereton is keen to support the Parish Council with the Cycling in Wilson Park project. He also suggested that a board at Bush Green be painted and used as an advertising board.
- c) Public – No public were in attendance.

095/18 Standing Orders, Code of Conduct and Financial Regulations

- a) **Resolved** to adopt the standing orders which are have been updated.
- b) **Resolved** to adopt the Financial Regulations which are the same as last year.
- c) **Resolved** to adopt the Code of Conduct which are the same as last year.

096/18 Review of Sub-Committees

- a) **Resolved** - Cllr E Knowles, Cllr v Glessal and Cllr Pitts form the finance committee
- b) **Resolved** - To adjourn nominating a planning committee until next meeting.
- c) **Resolved** - Cllr Curwen, Cllr Knowles, Cllr Longworth and Cllr Pitts will form the assets committee.

097/18 Charities

- a) The Brown Cow (Proceeds) Charity.
Resolved that Cllr Albion, Cllr Glessal, Cllr Johnson, Cllr Knowles and Cllr Pitts to be the trustees of the Brown Cow (Proceeds) Charity.(1 short)
Cllr Knowles, Cllr Glessal and Cllr Johnson will remain as signatories on the bank mandate.
- b) The Garner Grave Fund
Resolved that Cllr Albion, Cllr Glessal and Cllr Knowles are the nominated trustees for the Garner Grave Charity and will also be the signatories on the bank mandate
- c) **Resolved** to adjourn nominating a Cllr for the Joseph and Eleanor Gunson Almhouse Charity until next month.
- d) **Resolved** to note that the Edward Postlethwaite and Mabel Postlethwaite charity is to be closed down and the proceeds paid into The Garner Grave fund.

098/18 General Data Protection Regulations (GDPR)

- a) **Resolved** to adopt the Data Protection Policy updated for GDPR
- b) **Resolved** to adjourn adopting the privacy policy until next meeting. The clerk advised it is work in progress but requested some help with it.

099/18 Insurance

- a) The clerk suggested that perhaps there should be a volunteer policy in place. **Resolved** to note The Playground inspection. All equipment is low risk and no actions are required.
- b) **Resolved** to adjourn the review of Risk Assessment for the playground until the next meeting

100/18 Calendar of Meetings

Resolved to accept the calendar of meetings for 2018/19 sent out with the agendas.

101/18 Victory Hall

No updates were available on the quotes for the roof. Concern was raised about the cleanliness of the hall.

102/18 Community Led Plan

- a) Cllr Pitts advised that the Community Led Plan Group are awaiting the results from the traffic tubes which had been down recently. The Group have been reviewing the Action Plan and there are a couple of things which the Parish Council could perhaps look at which are promoting the local business and housing.
- b) Consideration was given to the Parish Handbook which the Community Led Plan group are producing. Cllrs thought that the surgery hours may be wrong as they have been changed very recently. The clerk will let the Chair of the Community Led Plan group know.

103/18 War Memorial at the Church

A letter had been received from St Mary Magdalene deputy Church Warden advising that the Church propose to have the War Memorial professionally cleaned. The cost of the work is £732.00. The letter includes a request for Duddon Parish Council to contribute to the cost of the work.

Resolved that the Parish Council will not contribute from the Parish Council funds as this is not their normal policy but if an application is made to the CGP for the full amount the application will be looked at favourably.

104/18 Progress Reports from the clerk

- a) **Public toilets** – The refurbishment is taking place this week and should be complete by Friday.
- b) **Training** – Calc are seeking for someone to come and do in house training for the Parish Council in August instead of having a Parish Council meeting. The clerk is booked on a General Power of Competence Course but it may get cancelled. Calc should have a new programme out in June and Jay will be able to book on to the Effective Cllr Course Modules 1 and 2.
- c) **EV Charging point** – Electrician is coming on 25 May 2018 to look at the installation of the Electric Vehicle charging points at the Victory Hall.

d) **PSPO** – The PSPO is ongoing but there is concern that the Council may not be able to get one for the Churchyard.

105/18 Land at Foxfield

Consideration was given to which solicitor the Council should use for the sale of the land.
Resolved that SLDC Legal services will be used.

106/18 To nominate a Cllr to attend the District Association Meeting

Resolved to nominate Cllr Pitts to attend.

107/18 Planning Applications

T/2018/0052 - Whinnery Bank, Church Street, Broughton-in-Furness LA20 6HA
Reduce 1 Hazel – no comments.

Notice of Grant of Planning Permission

7/2018/5127 – Broughton Auction Company

Letter

7/2018/5207 - Hall Dunnerdale Farm, Seathwaite

It was noted that 2 applications have been received since the agendas were sent out
7/2018/5290 – High Kiln Bank, Ulpha – Erection of agricultural building to cover existing sheep handling.

7/2018/5287 – Far Kiln Bank, Ulpha – New barn to replace damaged barn and being used for housing.

108/18 Consultations

The order of the consultations was changed at the discretion of the chair.

b Torver neighbourhood plan – version 2

Resolved to respond to the consultation raising concern regarding the Torver Trail at some time in the future, be part of a longer Coniston to Foxfield route

a Lake District National Park Local Plan Review consultation.

Resolved to respond to the consultation raising concern regarding the creation of a multi user route connecting Coniston to Broughton in Furness.

109/18 Effectiveness of the System of Internal Control

Consideration was given to the review of the Effectiveness of Internal Control. In general our systems work well but can be improved by the following:

a) Ensuring that all cheque stubs and invoices are signed/initialed.

b) Financial group meeting quarterly and checking bank reconciliation.

c) Monitoring of budgets more effectively.

110/18 Accounting Governance Statement for 2017/18

The Accounting Governance Statement was accepted and approved by the Council as a whole. The statement was signed by the chair.

111/18 Accounting statements for 2017/18

The Accounting Statements was accepted and approved by the Council as a whole. The statements was signed by the chair.

112/18 Financial Matters

Resolved that the following Direct Debits, Standing Order and Cheques be paid:-

E-on	76.32
NPower Ltd	102.61
Waterplus	73.60
HMRC	58.00
C Adams	250.00
Healthmatic Ltd	385.99
Zurich Municipal	796.47

£1742.99

Receipts

SLDC	18325.00
E-on	693.61
Allotment Rent	112.50

£19,131.11

113/18 Correspondence

Resolved to note items of correspondence received since the last meeting.

It was noted that Stagecoach are withdrawing their off peak journeys on the No 7 from Haverigg /Kirkby in Furness to Barrow from 23 July 2018.

It was also noted that post codes on Foxfield Road are causing problems for emergency services.

Cllr Edmondson made his apologies as he had to leave the meeting.

114/18 Councillors Reports

Cllr Johnson raised concern about potholes in Woodland and also raised concern about the overgrown vegetation at the bus stop at Broughton Mills.

Cllr Longworth raised concern about missing unsuitable for caravans signs which are causing large vehicles to get into problems. 2 Wagons have been stuck on a bridge. Ulpha Bridge has been hit and is damaged. Also raised concern about cyclists not using cyclists path.

Cllr Pitts suggested that the Parish should perhaps have surgeries. This will be on the next agenda for further discussion. Cllr Pitts would like the Council to consider allowing the PCCG to deal with other matters in addition to the pylons.

Cllr Curwen gave details of the route of a beck. He has a good knowledge of the History of Broughton. He also advised that 2 dogs have been shot on the moss. 2 sheep have been necked because of dogs chasing them.

115/18 Date of next Meeting

The next Ordinary meeting of the council will be held on 28 June 2018.

