

**MINUTES OF LOWCA PARISH COUNCIL MEETING  
HELD ON WEDNESDAY 17<sup>th</sup> DECEMBER 2014  
AT 7.30PM IN THE VILLAGE HALL**

**Present:**

**Lowca Parish Councillors**

Mr B Ennis  
Mrs G Strickland  
Mr J Crawford  
Mrs M Moore  
Mrs E Walker

**Copeland Borough Councillor**

Mr B Dixon

**Parish Clerk**

Mr M Milner

**Apologises**

Mr T Milligan  
Miss M J Oliver  
Mrs A Oliver

**Cumbria County Councillor**

Mrs S Hayman

**Meeting Opened:**

The chairman declared the meeting opened at 7.36pm.

**058.00 Declaration of Interests**

None

**059.00 To approve and accept the minutes of the last meeting held on Wednesday 19<sup>th</sup> November 2014, as a true record.**

The minutes were proposed as a true record by Cllr G.S and seconded by Cllr E.W.  
The vote by show of hands was unanimous for approval.

**060.00 Police matters.**

060.01 No police presence but PCSO Sarah Marshall had supplied a report for circulation. Its contents were noted.

**061.00 Planning Matters**

No planning matters.

**062.00 Matters concerning District and Ward Councillors.**

062.01 C.B.C B.D advised that he had no success resolving the lighting problems at Westcroft Terrace, a funding problem. The clerk advised he had attended a meeting on 9<sup>th</sup> December at Copeland’s Moresby offices. It concerned highway and footway lighting problems. The situation was ongoing, the clerk would follow that meeting up, but John Davis of Copeland did advise that in respect of Westcroft Terrace, it may be worth approaching Home Group to see if they would tackle the repairs. Clerk to approach David Monk at Home Group on the topic.

062.02 A minute from a meeting held on 25<sup>th</sup> November concerning “Local A595 Liaison Meeting Copeland” was circulated. All present at Lowca PC were concerned at item 6 in the minutes headed, “**Access issues exiting Lowca Junction onto the A595.**” Cumbria County Council presented an option for making access onto the A595 from Lowca a left turn only. The minute stated that CCC will consult with the Parish Council and locals on the proposal. The meeting had not invited any representation from Lowca, chairman Cllr Brian Ennis stated that he was normally invited to such meetings and felt Lowca Parish Council and other local representatives should have been invited. The clerk was requested to write to the chair of that CCC meeting and also CCC Sue Hayman to register Lowca’s disapproval at the apparent secretive manner the proposal was put forward. It has been objected to by Cllr B.E at previous A595 meetings and the matter had been considered closed, apparently it was back on the agenda.

062.03 Cllr M.M raised with C.B.C B.D the fact that the white centre road line marking between East Road and Solway Road was barely visible and that there had been recent near misses involving vehicles who are unaware of the road junction. The clerk to take up the matter with CCC Sue Hayman.

062.04 The update for December received from Cllrs Bowman had been distributed with the December agenda.

No other business for ward or district Cllrs C.B.C B.D left the meeting at 8.20pm

**063.00 Matters arising from last minutes**

063.01 The clerk reported that he had written to C.B.C as instructed (052.06) and had confirmation that the Japanese Knotweed location in Lowca was already known and on a twice yearly spraying schedule.

**064.00 2015/16 Budget and Precept for 2015/16.**

064.01. Council members studied the budget document prepared by the clerk, showing the actual 2013/14 income and expenditure, the proposed 2014/15 budget and a revised 2014/15 accurate income and expenditure document with budget figures for the remaining 3 months of the current financial year, then his budget figures for 2015/16.

064.01 continued. They also studied copies of the current financial year's cashbook payments details and the cashbook receipts page. Also available was a bank reconciliation statement, which showed the current bank balance of £5360.64 and with the remainder of the expenditure budget deducted an estimated end of year balance of £3860 at 31<sup>st</sup> March 2015.

064.02. The budget for 2015/16 indicated an estimated expenditure of £6115. The precept for the past few years has remained at £4000, which has not allowed for the build up of any reserve funds. The current budget has to allow for a possible PC poll in May of £700, and the clerk made the council aware of a petition being raised for a bus shelter in East Rd and Lowca PC was already considering 3 picnic tables for the coastal pathway. If potential funding sources required a contribution from the council it could be a problem. The council were reminded that over the past two financial years they had made contributions to Lowca school and Let's Play which had not been budgeted for and likewise also the new Parish Council Notice Board, which is a requirement to display notices. The chair Cllr B.E also pointed out that the land transfer was nearing completion for the area that the war memorial stands on. Once that land was signed over the area would require landscaping and fencing, for which funding would be sought, however that also would possibly require a contribution from the PC.

The clerk had already sought assistance from C.B.C who had advised that if Lowca were to increase its precept request from £4000 per year to £6000 that would mean that a Lowca Band D house would be charged an extra £10.57 for the year, equivalent to 21pence per week. After a discussion Cllr G.S proposed that the precept be increased to £6000 per year for 2015/16 which was seconded by Cllr E.W. The vote was in favour of the proposal with Cllr J.C abstaining.

**065.00 Lowca War Memorial.**

065.01. Chairman Cllr B.E advised he had been to the HSBC bank to discuss reinstating the Lowca War Memorial Society facility which was suspended in 2013 due to no activity on the account. The HSBC are holding £454.10 in a suspense account and that will be released when new bank signatures are organised.

065.02. The old War Memorial account had signatories of Cllr B.E and Cllr J.W. After a short discussion about the work commitment to complete the project, Cllr J.C agreed to step aside and let Cllr B.E take the project on including organising the bank, quotations for the work and organising the fund raising.

065.03. Cllr G.S showed the councillors a computer generated visual of the possible final fenced and landscaped war memorial, it had been supplied by Cllr T.M who was unable to attend the meeting. Various possible landscape options were discussed, but it was decided to obtain ideas and possible guide prices from suppliers before going to greatly into the subject.

8.57pm At this point Cllrs M.M, G.S and E.W left the meeting. As there was not a quorum the meeting was temporarily suspended.

9.04pm above Cllrs returned to the meeting, meeting resumed.

**066.00 Matters of Report**

066.01 The clerk while research an asset register for Lowca noted that the new Parish notice board in East Rd was not on the current insurance policy. He contacted the insurers for the parish and had added it. The annual cost would add approx £12 to the policy premium and as less than a £10 increase for this year no invoice would be issued, but the item was now appropriately covered.

066.02. Clerk reported he had attended the Howgate and Distington Partnership Steering Group on behalf of Lowca. It was held on 25<sup>th</sup> November at Distington Club for Young People. Next meeting would be 24<sup>th</sup> Feb’ 2015 at Moresby Rugby Club.

066.03 Clerk confirmed his meeting at Copeland’s Moresby offices on 9<sup>th</sup> December concerning street lighting and that he would follow up meeting’s actions. Funding was the major problem with replacement lighting and repairs.

066.03. Clerk reported that following his completion of the external audit paperwork he had noted a value of £17265 for Lowca Parish assets, but was not able to track down how that figure was arrived at. Having finally found some June 2012 external audit documentation it was apparent the value was arrived at by £17264 for the footbridge between Parton and Lowca plus £1 proxy value for the War Memorial as a “community asset.” However when studying the items insured by the PC, playground equipment of £6492 was itemised and the notice board had been added. As there was no evidence of an existing “Lowca Parish Council Assets Register” it was agreed to create one and also include 3 seats, at a £1 proxy value.

066.04. Cllr E.W proposed and Cllr G.S seconded the following, “Lowca Parish Council propose to restate their asset register values as follows, the footbridge between Parton and Lowca at £17264, the War Memorial at a proxy value of £1, plus now include both children’s playground equipment areas at £6492 their insured value for the current year, include the new Parish Notice Board situated in East Road at its purchase value of £586, plus add 3 community seats all at a proxy value of £1 each, one situated at the top of Foundry Road on the parish boundary, one situated in East Rd at its junction with High Lowca Rd and the third one situated on the pathway just past Sheep Wash before the first underpass. This would create a new Parish Asset value of £24346.” The proposal was passed unanimously.

066.05 The clerk had received a lengthy government document from CALC covering proposals to modernise the arrangements for parish polls. Current legislation meant a Parish poll could be called for by a very few parish electors. CALC were looking for feed back by the end of January, but as there was no January Lowca meeting, the old legislation and the new proposed legislation were préceded by the clerk and the meeting agreed that the clerk could respond with a recommendation to accept the new proposals.

**067.00 Correspondence.**

067.01. A document had been received from CCC concerning the Commons Act 2006 – Schedule 3, which has to be displayed in the notice board, it concerns Common Land. It was to update the 1965 Act and the transitional period to register land involved was from 15<sup>th</sup> Dec’ 2014 to 14<sup>th</sup> Dec’ 2017. No councillor present was aware of any common land transfer or disposal.

067.02. Further to making the VAT refund (054.02) a request for copy of a bank statement or cheque had been received from HMRC to validate the request. A copy statement had been supplied.

067.03. A letter from GP Planning about the Frizington Household Waste Recycling Centre at Yeathouse Quarry. There has to be a further application to extend the planning permission on the site as there are problems with the new Lillyhall HWRC which is not yet available and there could be fly tipping problems if Frizington does not remain open. All councillors acknowledged that local residents did use Frizington and requested the clerk to write to GP Planning confirming Lowca's support for Frizington's continued use.

067.04 Invoice received from CALC to cover cost of the clerk's recent Local Council Finance Course. £29.50

067.05 Emailed NALC newsletter

067.06 Emailed Cumbria Community Foundation Newsletter

067.07 Emailed Cumbria Volunteer Services Update

067.08 Emailed Cumbrian Association of Local Copeland District AGM Minutes

067.09 Copeland B.C Landscape Services invoice for £819.74

#### **068.00 Cheques for signing**

Cheque No 100299, £29.50 payable to CALC, clerk's Local Council Finance Course.

Cheque No 100300, £230.24 payable to M Milner. Salary £171.40, expenses £58.84

Cheque No 100301, £42.80 payable to HMRC, clerk's PAYE.

Cheque No 100302, £819.74 payable to Copeland B.C Landscape Services.

#### **069.00 Date and time of next meeting.**

Wednesday 18<sup>th</sup> February 2015 at 7.30pm in Lowca Village Hall

Meeting closed at 9.14pm.

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