

# **LOWCA PARISH COUNCIL**

## **Minutes of the Lowca Parish Council Meeting**

**held on Wednesday 15<sup>th</sup> Jan' 2020 at 7.30pm in Lowca Village Hall.**

Meeting Opened: - The chairman declared the meeting open at 7.30pm.

Present: Cllrs Miss M Oliver(chair), T Milligan, H Thinnesen, Mrs A Oliver.

Copeland Borough and Cumbria County Councillors: Cllr Martin Barbour (CCC)

Clerk: Mike Milner

Members of the public, one

**879.00 Apologies for Absence.** Mrs D Butterworth (LPC)

**880.00 Declaration of Interest. None**

**881.00 To approve and accept the minutes of the last meeting held on Wednesday 18<sup>th</sup> December 2019, as a true record.**

881.01 Resolved by Cllr T M and M O who were present in December to approve the minutes as a true and accurate record.

**882.00 Public Participation.**

882.01 No outstanding reports from last meeting.

**883.00 Police Report**

883.01 Clerk read the information he had established from the local Cumbria Police area crime map. He advised that police were now circulating electronic newsletters, for all areas of Cumbria, he suggested councillors sign up for them, but currently content not overwhelming.

**884.00 County and District Councillors Reports**

884.01 Cllr M B (CCC) advised that he had feedback from a meeting at which the Copeland Mayor Mike Starkie had outlined delegating the footway lighting costs to parish councils and Cumbria County council. Clerk advised that he had in his progress reports section numerous handouts on the topic and could that be the point Lowca councillors considered the proposals. Cllr M B agreed to the suggestion. Chair invited him to remain if he wished, an invitation he accepted.

**885.00 Applications for Development.**

885.01 No development applications

**886.00 Lowca Village Hall Management Committee report**

886.01 Cllr H T confirmed that the Village Hall Management Committee now seemed to have overcome the problems with accessing the bank account that had existed due to the change of committee personnel and bank account signatories. Suitable personal identification material had been accepted by the bank.

886.02 Cllr H T also confirmed that he had replaced a couple of roof tiles but repair was not permanent, he had also, with a local resident, resurfaced the front exterior area of the village hall. All present thanked him for his efforts, a much safer and improved area.

**887.00 Lowca Christmas Tree display report.**

887.01 Chair M O was pleased to confirm that the Christmas tree on display behind the bus shelter on East Road had been very well received by residents. All present agreed that it should be repeated for this coming 2020 Christmas.

887.02 There was a discussion about other parishes using lights powered by an external power supply in the vicinity. However, both Cllrs T M & H T pointed out the battery lights had worked very well and more importantly from a safety aspect were far safer. Agreed to stay with the battery lights on future trees. Cllr M O to provide clerk with contact details of the individual who donated the tree, for the sending of a thank you letter.

887.03 All councillors were keen to thank Cllr T M for his volunteered time with the tree's installation, security, i.e. insure it didn't blow away and then its removal at the end of the Christmas period. The gale and rain during installation was not conducive for the task, his efforts and persistence much appreciated.

**888.00 Receive 9 months parish accounts to 31<sup>st</sup> December 2019.**

888.01 Clerk had circulated by post with the meeting agenda the copies of bank rec' and account ledgers to all councillors. Councillors raised no questions and the chair signed a copy of the bank rec' and bank statement 334 confirming all correct. Balance in bank at 31<sup>st</sup> Dec 2019, £14,874.15.

**889.00 Lowca Lowdown feedback.**

889.01 All copies distributed. Chair M O advised that it was available on the Lowca Community Facebook page.

**890.00 Lowca War Memorial Centenary Celebrations 25<sup>th</sup> April 2020.**

890.01 Clerk up dated the council on the material for the special edition Memorial Centenary booklet and that he was aware of the location in the local area of the grandson of Thomas Crellin the gentleman who had started the original fund raising for the memorial over 100 years ago. Clerk to make contact and officially invite the grandson and let council know further details at February meeting.

890.02 Hubert Donnan was present at the meeting, he along with David Gorman and William Rowley will organise the forces ceremonial side of the ceremony, parade and music. He advised that over the next few weeks he would establish the number of forces personnel that would attend. His concern at this stage was establishing what the parish council going to provide for the after ceremony gathering. Knowledge of that detail would make arrangements with the personnel he was going to invite much easier. Clerk advised as per minute 852.01, a budget of £400 has been agreed. Chair M O confirmed that she had sought prices for a finger buffet and indicated a figure of £150 for a finger buffet for 50 people.

890.03 Cllr T M suggested if 50 guests were expected after the ceremony then it would perhaps be appropriate to cater for 60. Councillors and H D discussed the venue for the buffet. It was unanimously agreed that Lowca village hall should be the venue now the new Community Club had reopened the bar facility. The clerk would contact the Community Club and confirm the availability of the date and time. Date is 25<sup>th</sup> April and ceremony to start at 3pm therefore guests to be entertained between 3.30pm until 5pm. Advise club about the plans and timings for the event, confirm that although the buffet would be in the bar area, there would be no bar tab paid for by the parish council. Tea, coffee and finger buffet would be provided by the parish council only. Bar would be under club's control.

890.04 The meeting between H D and the council had been constructive and clerk to make contact with necessary third parties. More details to be presented to the February parish council meeting.

### **891.00 Lowca parish councillor vacancies.**

892.01 Chair M O had been in contact with a potential parish councillor has had Cllr H T. The search to fill the 4 vacancies that currently exist will continue.

### **892.00 Progress reports, clerk**

892.01 Clerk had received and banked the £148 cheque from Parton parish council for their 50% contribution towards the insurance of the foot bridge between Parton and Lowca. Parton had requested a receipt; clerk has advised that no receipt is issued because when the cheque is banked and appears on their bank statement that is the receipt. He had confirmed to Parton again that the invoiced figure for the annual insurance only shows the payable premium figure, there is no breakdown of the specific areas underwritten. The £296 bridge cost had been established with the broker Lowca dealt with before Zurich took everything in house. As the insurance is fixed for 5 years then all figures remain unchanged unless there is a change in Insurance Tax rate.

892.02 Further to minute 857.03 and the Japanese Knotweed, clerk enquired if anyone had located the weed on Lowca Head. The councillors would continue to establish the location.

892.03 As per minute 868.01 clerk has completed and submitted the parish precept form to Copeland and received acknowledgement of same.

892.04 Clerk reminded councillors that March 18<sup>th</sup> meeting would be the Lowca Annual Parish meeting, chair and local community groups and clubs can provide annual updates. The May 20<sup>th</sup> parish meeting will also be the parish council's AGM, at which the councillors elect their chair for the next 12 months.

### **893.00 Lowca Councillors Reports**

893.01 Chair reported that concerns were raised by various residents about a car on Lowca beach. It has been there for a week and apparently there is someone is living in it. The appropriate authorities have been contacted.

893.02 Complaints about the rubbish blown about the village from collection bins. The chaos was caused by gales on the night the boxes were put outside on the pavement. No one specifically to blame, but Copeland had supplied a team to clean the rubbish from hedges and trees. If problem areas still persist clerk to contact Copeland's street clean team.

893.03 Chair had bought a bag of Postcrete to secure the Christmas tree but forgotten to get a receipt. Cllr T M brought this to the clerk's attention. Clerk reimbursed chair with a £5 note and on this occasion would accept a cash payment without a receipt but would minute the fact. £5 to be added to clerk's expenses at payments for approval item.

### **894.00 Correspondence.**

894.01 Invoiced received from Printpoint for the December Lowdown, £128.00

894.02 Copeland Matters 2020 circulated by email to councillors with email.

894.03 Connecting Cumbria have advised that residents of West Croft Terrace are now able to receive High Speed Broadband.

894.04 McAfee have advised parish laptop antivirus due for renewal 20<sup>th</sup> Feb, clerk will renew.

894.05 There had been a Copeland Three Tier meeting was held 9<sup>th</sup> Feb, but clerk unable to attend.

894.06 Copeland BC had submitted their invoice for the last quarter of the year's grounds maintenance charges, £247.31.

894.07 Copeland have submitted a quote for the 20/21 grounds contract for £596.44 excluding VAT. Council resolved to accept the quote, clerk to confirm.

897.08 Clerk distributed to all councillors' copies of the Footway Lighting project that had been mentioned at 884.01. The material included a letter from Mike Starkie Mayor of Copeland, further material supplied on 14<sup>th</sup> Jan' from Copeland, a map showing location of Lowca's 13 lamps proposed by Copeland for transfer, a definition of a street light and a footway light, it is the footway lighting that is proposed to be transferred.

897.09 The last document circulated was the advice received from Calc dated 14<sup>th</sup> Jan' which stated that at this moment in time it would be prudent for all parish councils to not pursue dialogue with Copeland on the matter. Calc have experience of similar proposals in other areas, they don't consider that footway lighting is a parish council responsibility, there is much to be considered before such a transfer, including all lights must be upgraded to LED, that each light has an appropriate electricity safety.

897.10 Clerk asked councillors to read the handouts and bring themselves up to speed on the subject, he would take no further action until Calc have issued further advice.

**898.00 Payments for approval**

IntPay 156 M Milner, clerk, £178.63, salary £152.24p and expenses £31.39p.

IntPay 157 HMRC clerk's PAYE £18.40p.

IntPay 158 Printpoint, £128.00, December Lowdown.

IntPay 159 Copeland BC, £247.31, final quarterly annual grounds maintenance contract.

All approved.

**899.00 Date and time of next meeting Wednesday 19<sup>th</sup> February 2020 at 7.30pm  
Lowca Village Hall.**

Meeting closed at 8.35pm.

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