

# LOWCA PARISH COUNCIL

## Minutes of the parish council meeting held on Wednesday 17th January 2018

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

Present: Cllrs Miss M Oliver(chair), T Milligan, P Todd, Cllr H Thinnesen

Copeland Borough and Cumbria County Councillors: M Barbour CCC, Cllr J Bowman CBC

Mrs J Bowman CBC, Cllr Mrs G Troughton CBC

Clerk: Mike Milner

Members of the public, none

**524.00 Apologises for absence.** Cllr J Crawford LPC, Mrs D Butterworth LPC, Mrs A Oliver

**525.00 Declaration of Interest.** Cllr J B CBC, planning matters

**526.00 To approve and accept the minutes of the last meeting held on Wednesday 20<sup>th</sup> December 2017, as a true record.**

512.01 The minutes were proposed as a true record by Cllr T.M and seconded by Cllr P.T, approved unanimously and signed by the chair.

**527.00 Public Participation**

No public participation

**528.00 Police Report**

528.01 Clerk reported that PCSO Hollie Dennis had indicated that she would be in attendance, however as she is on duty there is obviously the chance she may have to attend an incident and as she was not present that would be the reason.

528.02 Cllr T.M advised that on Facebook in the past week had been a posting making serious allegations which could potentially be very damaging to an individuals character. Clerk advise that he thought police did study social media reports, but he would email the PCSO and raise his concerns on the topic.

**529.00 Applications for Development.**

529.01 There were no new developments, but the clerk had received a plan of the revised orientation for the building on application 4/17/2360, the development at Seagrove. The clerk had attended a site visit at Seagrove on 10<sup>th</sup> January and met members of the planning panel and again reiterated the parish councils concerns about parking for local residents.

529.02 Clerk had also on 10<sup>th</sup> Jan' attended a site visit for the 4/17/2289 application for 6 static mobile homes at Blomfields Nursery. After a report of clerk's visit and council's discussion the clerk to write to Copeland Planning with a further submission on the retrospective planning proposal and that either he or the chair to attend and make a personal representation to the planning panel. He was also to pursue aspects of the health and safety concerning the mobile homes.

**530.00 County and District Councillors Reports**

530.01 Cllr John B. CBC advised that there had been Nuclear meetings about nuclear waste and long-term storage of the same. There was also to be a new waste disposal vehicle and that households would be getting new waste disposal collection bins.

530.02 Cllr Jackie B. CBC also raised the waste issues and fly tipping in particular. She also reminded parish councillors that general free admission passes were available for Lowca residents to the normal Beacon Museum exhibits. Renewal for the next period is in February 2018. 530.03 Cllr G.T. CBC was pleased to see that the bus shelter which she had supplied funding for whilst still a Cumbria County Councillor was now completed and glazed. All councillors present thanked Cllr T.M for his physical contribution towards the project. She would arrange with the clerk a photo opportunity. Tape cutting ceremony!!!  
530.04 Cllr M.B. CCC acknowledged the clerk's email request for details about who in CCC was responsible for war memorial centenary celebrations for later this year 1918-2018. He would also continue to try and resolve some of the school parking problems and Cllr P.T who is now a school governor would email Cllr M.B with details of the actions taken by the school so far.

**531.00 Nomination of 4 representatives to act as management trustees on the Lowca Village Hall Management Committee.**

531.01 The clerk advised the council that he had no intention of serving again on the VHC. He also advised the meeting that the previous evening the VHC had held its reconvened AGM meeting in accordance with particulars laid out in the charity's governing document. There had been 28 residents at the AGM meeting and after he had explained that there were 4 committee places available by nomination, he received from the floor 4 nominations, as follows, Lorraine Jones, Darren Mathieson, Janet Sim and John Spedding. As they were the only nominations they were voted in en bloc unanimously. They were then all given a copy of the Charity Commission flyer CC3, a copy of the trustee's responsibilities and the declaration form of acceptance of office. Everything was in accordance with the governing documents requirements.

531.02 Lowca councillors decided that Cllrs P.T, H.T, A.O and M.O would be their four representatives which they are entitled to under the terms of the governing document. Clerk to write and advise VHC of their names. Clerk issued the Cllrs with similar documentation to that issued to the elected members the previous evening and that the signed acceptance declaration forms must be completed and taken along to the next meeting of the VHC scheduled for 15<sup>th</sup> February 2018 at 7.30pm.

531.03 Clerk would advise on further matters concerning the VHC at clerk's progress reports later in the meeting.

**532.00 War memorial sub-committee creation, discuss and agree its terms of reference. Centenary celebration of ending of First World War, centenary of memorial in 2020. Memorial Garden and seat.**

532.01 Clerk circulated a document covering the formation of a "working party" document. He advised council that it would be an easier method by which to involve the council and invited members of the public to organise and deal with the war memorial its up keep and its celebration plans.

532.02 Cllr T.M outlined what his proposals for the current memorial site and the area behind it which had been discussed as an area to celebrate the mines of Lowca.

532.03 Cllr P.T had discussed with David Gorman what DG would like to see at the memorial. Some shrubs and planting, plus a seat for those who would like to spend quiet time at the memorial. Cllrs discussed whether a seat would encourage youngsters to congregate in the area. Cllr M.O thought respect would ensure that did not happen, it was not generally a problem at other war memorials.

533.04 Council final agreed that the item would be on the next agenda and costings for various projects would be brought to that meeting at which a working party and its criteria could be agreed, bearing in mind that Nov 2018 would only be 9 months away.

**534.00 Millennium Garden play area up date.**

534.01 Cllr P.T showed the council details of one of the projects he had investigated and that in the coming week he had meetings arranged with two other playground companies who have declared an interest in redeveloping the project. He hoped to be able to present a more detailed set of packages and costings at the next parish council meeting. The cost would be in the region of £50k and he thought he could have the funding in place by Oct/Nov 2018.

**535.00 Progress report, clerk.**

535.01 Following the completion of the bus shelter, clerk had advised the Cumbria funding group who had provided the £2k to complete the project.

535.02 Further to the detail stated in the minute note 531.00 in these minutes, clerk was now content in the knowledge with which manner the village hall management committee would operate in future, with an updated governing document and correct AGM and meeting procedures satisfying all the points raised at the original AGM meeting held 29<sup>th</sup> November. However due to lack of accounts from the social club, concerns as to whether the social club bar was run by a sole trader or run by the social club committee, he had, acting on advice from CISWO, passed that query directly to the Copeland Licensing Authority. Let that authority resolve the issues so that the new management committee would know that when dealing with the social club committee and the issue of an occupational licence, everything was legal, as it was a criterion that required clarification. At the first meeting of the new village hall management committee, they must select 2 potential CISWO representatives and put their names forward to CISWO for approval. CISWO would expect their representatives to be from the community not the social club membership.

**536.00 Lowca Councillors Reports**

536.01 Cllr T.M pointed out that the team of refuse collectors who emptied the waste bins by the bus shelter in East Road are complaining that residents, or users of the facility, are not correctly sorting waste. It was becoming unrecyclable as the team could not sort it. Clerk to put a notice in the noticeboard, but Cllrs remarked bins already carried such sorting detail.

536.02 Cllr M.O advised that there had been individuals in Lowca supposedly selling photos on behalf of the deaf, but if home owners had not answered the door they had experienced these people entering the building if the door was open. Clerk to email the police.

536.03 Cllr M.O also reported that the pathway to Micklam over Lowca Brow was being repaired and the drainage sorted. She was hoping a substantial rock would be placed at its entrance to stop quad bikers churning the repairs up again. Also reported that Lowca beach had benefitted from a Community Pay Back team who had removed 80 bags of rubbish from the beach. Could Cllrs think of other uses for the Pay Back team in Lowca?

**537.00 Correspondence.**

537.01 Email from Chris Shaw about the proposed ward boundary changes. Did Lowca want to be represented by a joint presentation to the boundary committee. Comments by Cllr M.B CCC and Cllr G.T CBC indicated Lowca and Parton would not be affected. Could possibly only Moresby which gets split. Lowca Cllrs were happy to remain as the situation was. Cllr M.B advised he would have a better idea of the position by the week-end and would advise the clerk, who in turn could contact Chris Shaw.

537.02 Clerk confirmed that Government Pension Regulator has acknowledged that he had completed the mandatory declaration as per the Pensions Act 2008.

537.03 The new government external auditors would not be sending out end of year audit material, it would be responsibility of clerk to download from a website source all the documentation, complete and return duly signed where appropriate. Clerk booked to receive the webinar on 23<sup>rd</sup> Jan advising on how the new system would operate.

537.04 Clerk has received an email from Copeland requesting that all parish councillors complete a new "declaration of interest" form. Clerk had printed off a copy of the 6-page form and handed them out to all parish Cllrs requested that they returned them at the next parish council meeting. Cllr M.B CCC suggested that the Cllrs complied with the request as there were individuals who were examining all Cllrs declaration of interest forms and picking up on errors or missed material and that could result in Cllrs being prosecuted.

537.05 Clerk had also received from HMRC a letter about reclaiming VAT, something he normally did at the turn of the year. Until clerk receives the new procedure details he will be unable to make the reclaim on behalf of Lowca.

**538.00 Payments for approval**

IntPay 84 M Milner, clerk, £160.04, salary £141.14p and expenses £18.90p

IntPay 85 HMRC clerks PAYE £15.60p

IntPay 86 Printpoint £145.00, December Lowdown.

All approved.

Meeting closed 9.45pm

**539.00 Date and time of next meeting Wednesday 21<sup>st</sup> February 2018 at 7.30pm  
Lowca Village Hall.**