

**MINUTES OF LOWCA PARISH COUNCIL MEETING
HELD ON WEDNESDAY 20TH MAY 2015
AT 7.38PM IN THE VILLAGE HALL**

Present:

Lowca Parish Councillors

Mr B Ennis
Mr T Milligan
Mrs A Oliver
Miss M J Oliver
Mrs M Moore
Mrs E Walker

Parish Clerk

Mr M Milner

Copeland Borough Councillor

Gillian Troughton

Apologises

Mr J Crawford, Lowca PC
John Bowman, C.B.C
Jackie Bowman, C.B.C

Meeting Opened:

The chairman opened the meeting at 7.20pm, the first item to be dealt with was the separate Annual Meeting Agenda following the return, unopposed of all 7 Lowca councillors after the May 7th 2015 elections. There are two vacancies to be filled. This parish annual meeting had followed the parish civil meeting held at 7pm. The first item of business was to elect a Parish Council Chairman, Cllr M.M proposed that Cllr Brian Ennis continue which was seconded by Cllr E.W and the vote of approval was unanimous. Cllr B.E then proposed that Cllr Mercia Oliver be elected vice-chairman and this was seconded by Cllr M.M and the vote of approval was unanimous. Both councillors signed their acceptance of office forms and then the clerk collected the mandatory forms completed in respect of pecuniary and registrable interests plus relevant declaration of acceptance of office forms completed by all councillors. Full parish meeting opened at 7.38pm

109.00 Apologises.

Duly noted as above.

110.00 Declaration of Interests

None

111.00 To approve and accept the minutes of the last meeting held on Thursday 16th April, as a true record.

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

112.00 Police Matters.

112.01, PCSO 5338 Sarah Marshall had provided an annual report at the earlier annual civil parish meeting and at the invitation of the chairman had also given her monthly update at the same meeting, as some stray sheep needed her attention. The previous month had been quiet, just one suspicious incident of potential break in, unfounded and also problems with a yellow and green scrambler using the Pit Bank. With the better weather and longer daylight hours the police anticipated an increase with the problem and patrols in the areas will be increased and all officers serving the area will be regularly updated on the situation.

112.02, to reinforce this added awareness Sarah advised that the others now covering the area are PCSO Colette Harrison 5301 and PCSO Alan Willison 5260. All can be contacted by dialling 101, option 2 and their respective extension numbers are the same as their collar numbers with a 4 placed in front.

113.00 Planning Matters.

There were no planning matters.

114.00 Matters concerning District and Ward Councillors.

114.01, the chairman had welcomed C.B.C Gillian Troughton at the start of the meeting and told her the floor was hers as the only one present. As the election had been so recent, there was nothing to report of importance. Cllr A.O asked about the location of the Highways Agency authority. C.B.C G.T after such a short discussion asked if she could stay until the end of the meeting, which the chairman readily agreed with.

115.00 CONFIRM THE INTERNALLY AUDITED LOWCA PARISH COUNCIL ACCOUNTS FOR YEAR ENDED 31ST MARCH 2015.(Draft copies were distributed at April meeting)

115.01 the clerk confirmed that the draft accounts for the year ended March 2015 as circulated at the last meeting had been seen by the internal auditor. The auditor had checked the accounts presented and raised no queries after her questioning of areas she chose to check. The clerk showed the councillors present the original Annual return document supplied by the external auditors BDO, which the auditor had completed and signed on 24th April confirming her approval of the accounts. He asked if there were any questions they wished to ask having had the accounts to study since the last meeting. No questions.

115 continued.

115.02 the chairman asked for someone to propose acceptance of the accounts and that he and the clerk sign off the official Annual Return for year ended 31st March 2015. Cllr E.W proposed their acceptance and Cllr T.M seconded the proposal. They were approved unanimously. The chairman then signed the document and the clerk countersigned where appropriate.

116.00 Matters Arising from the last Minutes.

116.01 the clerk advised that he was expecting to hear from Community Links (103.01refers) about the insurance for war memorial land to cover the covenant in the lease. The meeting agreed that if the premium quoted was lower than one already provided by Milburns solicitor he was to accept it, if higher the clerk was to place the insurance with Milburns.

116.02 at the previous meeting the Lowca Lowdown (105.03refers) production and distribution was proposed. The clerk had received prices from Firpress Printers of Workington and Printpoint of Whitehaven, for producing a 12 pages newsletter A5 size, with thicker card outer page, with various exterior colour options, folded and stapled. The clerk had prices for quantities of 250/300/350 but had studied the electoral roll and discovered 366 was appropriate number. It was suggested that the parish council could offer commercial organisations and community groups advert space for £25 per year for 4 issues, which would contribute for the cost of printing.

116.03. Clerk to make contact with Bob Eggington who had helped produce previous editions and then put together a Lowca Lowdown and get it printed and circulated to gauge Lowca residents’ views.

116.04 The chairman was still having problems contacting the C.C.C lighting person, (105.05refers) Brian Holm. C.B.C G.T took his phone number and promised to tackle the individual about the problem.

116.05 The play area refurbishment(105.06refers) was still under the chairman’s control, he has had one quotation, but is finding it difficult to get another two quotes, required before a funding application can be made. C.B.C G.T suggested a company he may contact.

117.00 Matters of Report

117.01 the chairman and clerk had both attended the Howgate Partnership Meeting the previous evening. The chairman advised that he had taken on the task of going to these meetings from Cllr Frank Hollowell who had now resigned, so he ideally was looking for a willing volunteer to be the Lowca councillor at the meetings held four times a year. Cllr T.M willingly volunteered provided that his shift patterns did not clash with the meetings. He was thanked for stepping forward.

118.00 Correspondence

118.01 notification from the Returning Officer confirming the 7 parish councillors to represent Lowca and that there were 2 vacancies.

118.00 Correspondence, continued

118.02 M Systems had contacted clerk about website design offering a discounted price of £250, the clerk advised that Lowca were using awitservices for £150.

118.03 Stagecoach were changing No 1 bus service and adjusting Sunday timings

118.04 Nu-Gen had circulated an A4 poster for display, currently in the village notice board, advising of new nuclear power station and the initial 10 weeks of consultation.

118.05 Letter from Aon asking to quote for Lowca insurance, business already awarded to Community Lincs at the last meeting.

118.06 Letter from CALC advising that based on electorate numbers the cost of membership for Lowca for year 2015/16 would be £214.00. The council approved the renewal and that cheque was approved for signing.

118.07 Confirmation of footbridge insurance based on 3 year contract £252.04 + 6% insurance tax. Half that sum had been invoiced to Parton.

118.08 Letter for professional charges to cover internal audit of accounts for year end 31st March 2015, received from Simone Morgan, £30 charge. Council approved the invoice and cheque.

118.09 Letter of resignation read again from Gillian Strickland.

118.10 Bank statement No 273 received for the period 12th April to 12th May. The clerk specifically mentioned this statement as it showed a figure of £11,369.38p in the bank and that on 30th April the precept for the coming year of £6000.00 had been received by the BACS system and also a further sum of £544.19p, but no notification from Copeland confirming the details of the payments received.

118.11 Cheque received from Parton Parish Council £133.58p, bridge insurance.

119.00 Cheques for signing

119.01 Simone Morgan cheque No 100310 £30.00 2014/15 internal audit charge

119.02 Community Links Insurance Services cheque No 100311 £668.17 annual ins'.

119.03 CALC subscription cheque No 100312 £214.00

119.04 M Milner clerk, cheque No 100313 £375.77 made up of salary including 12 hours of web design time £247.30 and £128.47 travel and office consumables.

119.05 H.M.R.C cheque no 100314 £42.20p PAYE on clerk's salary

Meeting closed 8.27pm

120.00 Date and time of next meeting Wednesday 17th June 2015 at 7.30pm Lowca Village Hall.

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