

## LOWCA PARISH COUNCIL

### Minutes of the parish council meeting held on Wednesday 15th November 2017

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

Present: Cllrs Miss M Oliver(chair), T Milligan, Mrs A Oliver, J Crawford, Mrs D Butterworth

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

**494.00 Apologises for absence.** Cllr P Todd LPC, Cllr H Thinnesen LPC.

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

#### **496.00 To approve and accept the minutes of the last meeting held on Wednesday 16<sup>th</sup> August 2017, as a true record.**

496.01 Clerk advised the meeting that following the last meeting and comments made by Cllr T M at minute note 482.02 clerk had investigated all the details and was happy that the minutes for August were correct.

496.02 Cllr T M proposed that the October minutes were a true record and he was not objecting to clerk's minutes, just the actions taken at the meeting. His proposal was seconded by Cllr A O. Minutes approved.

496.03 clerk to add the following information to these minutes to clarify his answers to points raised by Cllr T M. Reference to October minute 482.02 and the points raised and actions requested by Cllr T.M the clerk consulted CALC on declarable interests, chairman's ability to make a proposal and also consulted Copeland Community Development Officer to confirm Cllr P.T's school governor status. CALC confirmed that Cllr P.T had acted correctly within the guidelines concerning Cllrs conduct and interests, the Nolan Principals. The clerk had correctly interpreted the guidelines laid out in the Society of Local Councils Clerks Manual and that Lowca PC Standing Orders do not forbid the chair from making a proposal to the council. Copeland Community Development Officer have emailed to confirm that although Lowca School may have decided to invite an individual to become a school governor, there is a "call in period" which has to be observed, which in the case of Cllr P.T ended on Monday 16<sup>th</sup> October. Only after that can Governor Support team notify the governing Body of an individual's nomination and invite them to the next governors meeting. Based on this information August minutes 468.00 and 474.01 to 474.04 remain as a true record and actions taken and approved were correct.

#### **497.00 Public Participation**

No public participation

#### **498.00 Police Report**

498.01 No police presence, but PCSO Hollie Dennis had emailed to confirm nothing of significance to report at Lowca.

#### **499.00 Applications for Development.**

499.01 Development CH/4/17/2360/0F1 a four-bed detached dwelling on land adjacent to Seagrove, Lowca. Plans viewed and council aware that this was revision of earlier development involving 2 properties on that piece of land. Clerk had contacted Copeland Planning and read confirmation that the provision of parking places outlined in the 2002 planning application could not be now be invoked for this current development, so parking facility would be lost.

499.02 Councillors objected to the development and requested the clerk to advise Copeland planning accordingly and request a site visit so planners, councillors and parish councillors could see the parking problems in the area.

499.03 Clerk had been chasing up CH/4/17/2289/0F1 concerning static mobile homes on Blomfield Nursery land. He read agents response to the council's submission of 29 August. The matter is subject to a delegated decision on 21<sup>st</sup> November, but it could go to the full planning panel. Clerk to again register the council's interest in the process and request a site visit.

### **500.00 County and District Councillors Reports**

500.01 Cllr J B CBC, advised that questions were being asked of the CBC budget and also the Local Plan final content.

500.02 Cllr M B CCC said that the traffic enforcement officers were to attend all local schools on a regular basis, as all schools were experiencing parking problems. He said clerk would advise on A595 embankment proposals. All accepted the chair's invitation to remain at the meeting.

### **501.00 Approve Half yearly accounts to 30th September 2017, review budget for 2017/18 and proposed budget for 2018/19**

501.01 All councillors had received copies of the accounts and clerk produced the audited accounts with the bank reconciliation signed off by internal auditor. Cllr A O proposed the accounts were accepted and Cllr M O seconded the proposal, accounts approved.

501.02 The budget for this current year was compared with the actual costs and clerk explained likely deficit of £900, but he had allowed £1200 for completion of the bus shelter. The budget for 2018/19 was £7794 and that at the December meeting he would be proposing the precept remain at £7500.

### **502.00 Village Hall Management committee EGM report.**

502.01 Friday 27<sup>th</sup> October there had been a VHC EGM to discuss the use of an Occupational Licence to legalise the use of the Village Hall within the guidelines demanded of the Charity Commissioners. The problem being that with the changes in licencing law and charity commission criteria, a known problem that went back to 2005, revisited in 2010 had never been resolved by the management committee of the village hall and the social club committee.

502.02 The need to seek substantial funding for the buildings refurbishment meant the whole situation must now be brought into line with the requirements of the charity commission. Without achieving this status, the management committee would be allowing the club to trade illegally. This should have been resolved 12 years ago. At the meeting the management committee agreed to grant the licence provided the social club paid an annual licence fee of £4500 based on the 2005 rateable valuation and that the management committee would pay for the gas and electric not used in the social club area, plus the insurance for that part of the building that the social club did not use.

502.03 The social club representative was to take the proposal to a social club committee meeting on 2<sup>nd</sup> Nov and then report back at the next management committee meeting planned for 29<sup>th</sup> November.

### **503.00 Parish clerk's salary review.**

503.01 Clerk advised that he had been on £9 an hour since June 2014 and that he requested that it now be up revised to SCP19 level £9.74 per hour. A figure he received at another parish but lower than his other parish. Cllr T M proposed £9.75 per hour seconded by Cllr D B, a vote showed approval 4-1, rate to start from current monthly meeting.

**504.00 Bus shelter progress report**

504.01 Cllr T M advised the council that after his quote for £1050 a further contractor had quoted £1615.99, so he had taken on the project himself. The concrete had been poured that day for the base at cost of £340 and that at the end of the installation, excluding glazing he anticipated a figure of £630.99. Installation was likely to be completed by 21<sup>st</sup> November, subject to weather. Council thanked him for his efforts.  
Cllr D B left the meeting 8.33pm

**505.00 Progress Report, Clerk.**

505.01 Minute 489.04 refers, Natural England had acknowledged clerks request for a funding figure for the footbridge between Parton and Lowca on a 3-1 contribution. Clerk to advise on progress. Parton had agreed to pay half of the cost but would expect reimbursement of monies once grant funding received.

505.02 Clerk advised that a Howgate Partnership meeting would take place on Nov' 22<sup>nd</sup> at Moresby rugby club. Only one agenda item the new road route to avoid the Lowca embankment section which is slipping towards Lowca. At the meeting it was hoped that the Whitehaven relief road route maybe known. Highways England team, led by Johnathan Reade were to make the presentation on the night.

**506.00 Lowca Councillors Reports**

506.01 Cllr T M advised that while doing the bus shelter ground works he had received a thank you comment from a member of the public for the parish council's help and also to Cllr J C (LPC) and Cllr J B (CBC) for the assistance with car parking problems and disabled vehicle access.

Cllr A O left the meeting 8.44pm as did Cllrs J B and Mrs J B (CBC)

**507.00 Correspondence.**

507.01 Copeland's Open Space contract for 2018/19 received £792.65 ex VAT. Clerk to sign and return acceptance slip.

507.02 Invoice from Simone Morgan £30 for internal audit fee.

507.03 Data Protection material received from CALC, new law from March 2018

507.04 Insurance documents received from Community Lincs and Certificate of Employers' Liability

**508.00 Payments for approval**

IntPay 78 M Milner, clerk, £243.05, salary £221.45p and expenses £35.80p

IntPay 79 HMRC clerks PAYE £35.80p

IntPay 80 Simone Morgan £30.00 Internal Audit Fee

All approved.

Meeting closed 8.55pm

**509.00 Date and time of next meeting Wednesday 20<sup>th</sup> December 2017 at 7.30pm Lowca Village Hall.**