

**MINUTES OF LOWCA PARISH COUNCIL MEETING  
HELD ON WEDNESDAY 21st OCTOBER 2015  
AT 7.30PM IN THE VILLAGE HALL**

**Present:**

**Lowca Parish Councillors**

Mr B Ennis  
Mrs A Oliver  
Miss M J Oliver  
Mr T Milligan  
Mrs E Walker  
Mr J Crawford  
Mr H Thinnesen  
Mrs V Stafford

**Parish Clerk**

Mr M Milner

**Copeland District and Cumbria County Councillors**

Gillian Troughton CBC & CCC  
Jackie Bowman CBC  
John Bowman CBC

**Members of the public present. Val & Peter Ellis**

**Apologises**

Mrs M Moore

**Meeting Opened:**

The chairman declared the meeting opened at 7.30pm.

**175.00 Apologises.**

Duly noted as above.

**176.00 Declaration of Interests**

176.01 Cllr Jackie Bowman re planning matters

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

The minutes were proposed as a true record by Cllr E.W and seconded by Cllr T.M  
The vote by show of hands was unanimous for approval, by those who were at that meeting.

### **178.00 Public Participation**

178.01 There were two members of the public in attendance, who wished to voice their concerns about the proposal to seek funds to refurbish the children's play area in the Millennium Garden. They were invited to state their objections/reservations. Their property backs on to the play area and they listed noise and bad language as two factors and a past history over the years of problems with children in that area. The chairman showed them the plans and visual displays that were laid out for the council to view later in the evening. They left the meeting at 7.50pm having been advised that the refurbishment and its content and layout was not yet finalised as funding was required, but that the council would advise them of the progress of the project and consult with them.

### **179.00 Co-Option of new councillors**

179.01 As per minute reference 169.01 Clls B.E and T.M had interviewed Violet Stafford and Hugh Thinnesen who met the residential criteria for co-option to Lowca Parish Council to fill the two vacancies on the council. Both individuals were present at the meeting and the clerk advised that as there were two vacancies and two persons to be co-opted then the council could vote for both at the same time.

179.02 Cllr B.E proposed that Violet Stafford and Hugh Thinnesen should be elected to Lowca Parish Council this was seconded by Cllr T.M and at the vote was unanimous in favour.

179.03 The clerk got the newly co-opted councillors to sign the appropriate acceptance of office forms and he also handed both a copy of the councils Standing Orders.

### **180.00 Police Matters.**

180.01 The clerk read out a report from PCSO 5301 Colette Harrison advising of recorded police incidents for the month of September. The councillors had no comments to be passed back the PCSO.

180.02 The clerk read out an email from CALC which had a letter attached from Windermere Town Council about the proposed Cumbria Police cut backs that had been sent to The Rt Hon Mike Penning MP Minister of State (Home Office) explaining their concerns of the cut backs.

180.03 Lowca councillors requested that the clerk write a letter setting out their concerns on the financial cut backs and send copies to Sue Hayman MP plus Jerry Graham Chief Constable of Cumbria Police and also Richard Rhodes Cumbria's Police and Crime Commissioner.

### **181.00 Planning Matters.**

181.01 Clerk advised of an amendment to Eden Gardens, Stamford Hill extension. This amendment caused no concerns with the council and the clerk had already confirmed no objections.

181.02 Planning application for demolition of Existing structure at Stamford Hill Farm, Stamford Hill which the council, after a short discussion, agreed that it raised no concerns so no objections to be raised. Clerk to advise CBC planning accordingly.

### **182.00 Matters concerning District and County Councillors.**

182.01 Highways were the main concern of Cllr J.B (CBC) and the Safe Ways to school proposals. On Thursday 22<sup>nd</sup> October at 7pm in Egremont Market Hall there was a meeting at which Jonathan Reade of Highways England was the speaker and he was keen to have local councillors question him on proposals for Copeland. Cllrs B.E and T.M from Lowca were to attend.

182.02 Cllr T.M asked if Cllr G.T (CBC & CCC) had got clarification to minute 167.05? She had and CBC are aware of the contamination in the area and that any potential purchaser would be made aware of the problems and the environmental requirements.

182.03 The route of the new pylons from Moorside to link up with the National Grid at Carlisle were discussed and specifically the current 132kv line in Lowca. At the Howgate partnership meeting on 27<sup>th</sup> October representatives of National Grid and Electricity North West would be attending and representatives from Lowca would ask for clarification on the line. Also would the new pylons be the latest design when they were erected?

No other matters for discussion so Cllrs J.B and J.B (CBC) left the meeting at 8.22pm

### **183.00 Half yearly accounts report**

183.01 The clerk had circulated with the agenda summons for the meeting a set of accounts for the half year April to September 2015. They had been checked and audited by the council's internal auditor Simone Morgan, who had signed that the accounts circulated were verified.

183.02 Cllr J.C wanted to know why Lowca Parish Council were every month paying the clerks tax on top of his salary. The clerk explained that he was not self-employed and since 2010 it had been illegal for parish clerks to be self-employed. The previous clerk had not followed the HMRC directive and Lowca had been technically breaking the law from April 2011 until July 2014 when the current clerk regularised the position. Lowca PC became an employer, the clerk the employee and Lowca had a legal obligation under tax law as an employer to stop tax and Ni contributions that the clerk was liable to pay and then make the payment of monies deducted to HMRC. Hence the reason for the salary cheque to the clerk and a tax payment to HMRC every month to cover the monies collected as demanded by law from the clerk on HMRC's behalf.

183.03 The accounts as presented were proposed for acceptance by Cllr E.W and seconded by Cllr V.S, the vote was unanimous in favour.

### **184.00 External Auditors report for accounts April 2014 to March 2015.**

184.01 The clerk advised the council that he had received the official documents for the yearly accounts returned from external auditors BDO. He read out the external auditors report in section 3, confirming that the information in the annual return is in accordance with proper practices and no matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met. There were no fees or penalty charges to be made.

Cllr G.T (CCC & CBC) left the meeting at 8.37pm

### **185.00 Play Area Report and War Memorial Fencing**

185.01 Cllr B.E had laid out a table with the four playground suppliers alternative solutions to updating the play area in the Millennium Garden. Cllrs viewed and discussed the ideas put forward. The chairman is to take the options to Lowca School and ask the children for their thoughts on what they would like to see. Cllr B.E handed the clerk the various questionnaires returned so far for the clerk to collate.

185.02 Cllr B.E pointed out that the cost was likely to be in excess of £50k and that if sourcing funding was successful Lowca PC would have to find the VAT contribution from their own funds but that was fully recoverable.

185.03 Cllr B.E and Cllr J.C have a plan in hand to get the war memorial in the village fenced and with a "green seat" in one corner. However the organisation prepared to assist in seeing that plan come to fruition were unsure of precise timings to make their presentation so the clerk is to add the war memorial fencing as a regular agenda item to accommodate a presentation and proposal at short notification.

### **186.00 Coastal Pathway Benches**

186.01 Cllr M.O is still pursuing the drainage of the pathway and bollards to stop vehicles accessing the pathway. This is an ongoing project along with her desire to place three picnic benches along the pathway in the Lowca area, to that end she will seek quotes and specifications of the finished benches from potential suppliers.

186.02 The clerk advised that there was to be a meeting of the Copeland Coastal Pathway group on Monday 2<sup>nd</sup> November at the Haigh Mining Museum conference room in Kells at 10am and that if possible Cllr M.O should attend as she was the most proactive and knowledgeable individual on the topic. She said it would be OK with her work commitments.

### **187.00 Matters arising from the last minutes**

187.01 Minute 168.00 the Lowca Lowdown. It had been printed and had it been successfully distributed? Cllr M.M and Cllr M.O had seen that it had, with the questionnaires been distributed.

187.02 Minute 172.03, the clerk advised that he had still not had any further correspondence from CISWO's solicitors who were considering the advice from the Disclosure Debarring Service that Phil Scott as only serving on the Committee of the Lowca Village Hall Management Group does not require a Disclosure Debarring Certificate.

### **188.00 Matters of report**

188.01 There is to be a Howgate Partnership meeting on 27<sup>th</sup> October at Moresby Rugby Union Club with representatives there from both National Grid and Electricity North West.

188.02 CALC is running a clerk's induction course on 3<sup>rd</sup> November at Cockermouth and the meeting approved to pay the clerk's attendance costs.

188.03 Cllr M.M had contacted the clerk and request he send an email of thanks to John Davies for him organising the cutting of trees over hanging the pathway to St Bridgett's church. The meeting agreed he should do so.

**189.00 Correspondence**

- 189.01 Nat West Bank 2 forms to sign confirming clerks change of address for correspondence.
- 189.02 Invoice from St Bees PC to cover the "Good Councillors" they had run on 23<sup>rd</sup> June 2015. £25.00
- 189.03 Invoice from Printpoint 350 Lowca Lowdown £120, 350 Bus Stop Questionnaires £11.40 and 700 Play area questionnaires £35.00. Total £166.40
- 189.04 Glasdon street furniture catalogue
- 189.05 Internal auditors invoice £30.00
- 189.06 CALC Copeland District meeting to be held 22<sup>nd</sup> October Egremont Market Hall.

**190.00 Cheques for signing.**

- 190.01 Cheque 100327 St Bees PC training course £25.00
- 190.02 Cheque 100328 Printpoint Lowca Lowdown and questionnaires £166.40
- 190.03 Cheque 100329 Simone Morgan Internal audit charge for half year £30.00
- 190.04 Cheque 100330 M Milner clerk salary £178.85 Expenses £19.28 and mileage £36.00, Total £234.13
- 190.05 Cheque 100331 HMRC Clerk's PAYE £25.00 cheque payable Post Office.

Meeting closed 9.25pm

**191.00 Date and time of next meeting Wednesday 18<sup>th</sup> November 2015 at 7.30pm Lowca Village Hall.**

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