

Minutes of the **Annual Meeting** of Arthuret Parish Council followed by the monthly meeting held on Monday 14th May 2018 at 7.00 p.m.in the Council

Rooms

<u>Present</u>	Cllrs Sir JFS Graham G Routledge, M Gunson, C Adams, S Elliott, S Winthrop, C Johannsen and City Cllr. R Bloxham
<u>Apologies Minute No 179</u>	Apologies and reasons for absence were received from County Cllr V Tarbitt and City Cllr J Mallinson
<u>Election of chairman Minute No 180</u> <u>Declaration of acceptance of office of Chairman Minute No 181</u>	Nominations for chairman invited. Proposed by Cllr G Routledge seconded by Cllr C Johannsen that Cllr Sir JFS Graham be elected as chairman. There were no other nominations for chairman. Resolved unanimously to elect Cllr JFS Graham as Chairman for the next year. Resolved Cllr Sir JFS Graham signed the Declaration of acceptance of Office of Chairman and was elected for the next year.
<u>Election of Vice Chairman Minute No 182</u> <u>Declaration of Interest Minute No 183</u>	Proposed by Cllr Sir JFS Graham seconded by Cllr M Gunson that Cllr G Routledge be elected vice chairman. There were no other nominations. Resolved unanimously to elect Cllr GR as Vice Chairman for the next year. No declarations of interest made.
<u>Review Insurance Minute No 184</u>	Clerk reported correspondence to be received from Zurich conforming this year's insurance premium.
<u>Representatives on other bodies Minute No 185</u>	Resolved to appoint members to represent the council on the following. Community Centre Management Committee Cllr Sir JFS Graham would temporarily represent the parish council, Cllr C Johannsen to consider being the representative once she had gained more insight into the role. Allotment Committee Cllrs M Gunson, C Adams and M Gourley Partnership Group Cllr G Routledge and Cllr M Gunson

	<p>Playing Fields Cllr G Routledge, Cllr S Elliott and Cllr M Gardner Cllr C Johannsen expressed an interest in being involved with any outreach youth projects in Longtown. It was agreed to discuss as an agenda item at the council meeting in June the future provision of a youth shelter.</p>
<p><u>Minutes of 9th April Minute No 186</u></p>	<p>The minutes of the meeting held on Monday 9th April were agreed and signed by the chairman as a true record.</p>
<p><u>Minutes of 26th April Minute No 187</u></p>	<p>The minutes of the meeting held on the 26th April were agreed and signed by the chairman as a true record.</p>
<p><u>Members of the public Minute No 188</u></p>	<p>There were no members of the public present.</p>
<p><u>Police matters Minute No 189</u></p>	<p>The April newsletter was received and circulated to all in attendance. E-mail received from PCSO Woods asking if councillors would like to meet with Sgt P Aiston, past PCSO in Longtown, who would give an update on changes in policing and exchange information on local issues. Agreed to meet, date to be confirmed. A number of ongoing highway issues relating to speeding and parking to be raised at this meeting.</p>
<p><u>Representatives on other bodies Minute No 190</u></p>	<p>Community Centre Cllr G Routledge gave a brief report. The Peoples Project was now completed. If any funding was remaining the Board of Trustees will decide if there will be an extension to the project.</p> <p>Allotment Committee Cllr M Gunson gave an update on issues currently being addressed with individual plots. Of concern was a complaint received that poultry was being neglected and decomposed chickens on a plot. Agreed as a matter of urgency to address this issue. It was also agreed to arrange a meeting on site with a tenant to discuss ownership of sheds at the rear of their plot.</p> <p>Partnership Group The meeting was well attended, the main item discussed was "Give a Day" and how this could be extended in Longtown. Following discussion it was agreed to focus on 2 projects. A litter pick with</p>

	<p>volunteers, and tidying up the outside play area at The Pear Tree Nursery.</p> <p>A progress report was given on community access to the MUGA. Although in principle William Howard Trust were agreeable to supervised groups accessing the facility a number of issues were still to be resolved, insurance, cleaning and access.</p> <p>Discussions between the school, Cumbria County Council and library were ongoing, although an agreement to allow supervised access was agreed a number of issues needed to be resolved regarding maintenance responsibility and access.</p>
<p><u>Annual Governance Statement 2017/18 Minute No 191</u></p>	<p>The Annual Governance Statement Section 1 of the Annual Return for the year ended 31st March 2018 was approved by the council and signed by the chairman and clerk.</p>
<p><u>Accounting Statement of Annual Return 2017/18 Minute No 192</u></p>	<p>The Accounting statement, Section 2 of the Annual Return for the year ended 31st March 2018 was approved by the council and signed by the chairman and Responsible Financial Officer.</p>
<p><u>Play areas Minute No 193</u></p>	<p>Confirmation received from Riverside Housing that the transfer of the 3 play areas at Raefield, Moor Crescent and The Square to the parish council was now completed</p> <p>Confirmation of grants approved from Hallburn and Beck Burn Wind Farms. The clerk to progress and order the new climber for the under 7s play area at the riverside, all funding now secured. There remained a further £9,000 to secure to enable a new play area be provided to replace existing between Old Road and Lochinvar Close.</p>
<p><u>General Data Protection Regulations 2018 Minute No 194</u></p>	<p>Further information received from NALC on GDPR compliance had been received, council given an update.</p>
<p><u>CCTV cameras Minute No 195</u></p>	<p>Councillors agreed to get <i>further</i> information on the running costs, and compliance with General Data Protection Regulations before making a decision to progress with seeking funding to install CCTV cameras in Longtown. Cllr C Adams to progress this. It was agreed to discuss further at the next Finance meeting with a view to apply for a grant from the Wind Farms if the project were to go ahead. Clerk to update Carlisle City Council, who own the masts, how this is progressing.</p>

<p><u>Traffic calming / bus shelter</u> <u>Minute No 196</u></p>	<p>City Cllr R Bloxham raised concern about the ongoing problem with speeding through Longtown It was agreed in principle to seek funding to purchase 6 speed indicator signs to be placed at the entrances to the town.</p> <p>Confirmation received that the new bus shelter for English Street would be in place in the next few days. Councillors considered if there was location in the parish for the old one. It was agreed a decision be taken at the next meeting.</p> <p>Options put forward were to site outside the Medical Centre or give to Nicholforest Parish Council who in need of one.</p>
<p><u>Youth shelter</u> <u>Minute No 197</u></p>	<p>It was agreed in principle to look at identifying a suitable site to erect a youth shelter. The playing field at Lochinvar was an option.</p>
<p><u>Adoption of Standing Orders</u> <u>2018 Model</u> <u>Minute No 198</u></p>	<p>Councillors were given a brief of The 2018 Model Standing Orders that replace the 2013 publication and incorporate or reference the requirements of new legislation that has been introduced since 2013. It was agreed councillors would read the information and at the June council meeting the 2018 model is adopted and amendments agreed.</p>
<p><u>Old Road Minute</u> <u>No 199</u></p>	<p>Correspondence received from Bingham Yates Ltd. on behalf of a client looking at developing the site to the east of Bellsfield, The proposed foul water outfall pipe extends across the parish council playing field to the existing United Utilities foul water sewer The developers asked the parish council to consider the viability of implementing the proposal and achieving easement rights over the line of the pipe cross the parish field. It was agreed the clerk take advice and when more information available an informed decision be taken.</p>
<p><u>Employment briefing Minute</u> <u>No 200</u></p>	<p>The NALC Employment briefing National Salary award for 2018/19 was presented to the council/. The clerk is currently paid on LC2 Spinal column point 33. The increase from 1st April was approved. It was agreed the following year increase would be taken into account at the finance meeting later in the year when the 2019/2020 was set.</p>
<p><u>PLANNING</u> <u>Minute No 201</u></p>	<p>Appn Ref 18/0196 Change of use of ground floor function area into fitness gym and changing area; conversion of first floor storage area into office unit (LBC) Globe Tavern Bank Street Longtown Supported</p>

		<p>Appn Ref 18/0376 Conversion and extension to agricultural building to provide 1no. dwelling Barn to the west of Croftlands and Croft House Sandysike Longtown Supported</p> <p>Appn Ref 18/0338 Replacement of cement render to east elevation of library with lime render and two replacement damaged window cills in sandstone (LBC) Netherby Hall Longtown Supported</p> <p>NOTIFICATION OF WITHDRAWN APPLICATION</p> <p>Appn Ref 18/0313 Installation of steel horse walker LBC Netherby Hall Longtown</p> <p>DECISION</p> <p>Appn Ref 18/0108 Erection of single storey rear extension to provide bedroom, bathroom, kitchen, living dining room and erection of detached garage with office above. Revised application without compliance with condition 2 Approved documents imposed by Planning permission 15/0912 to add chimney, re position window and changes to external material. Sandysike Cottage Sandysike Longtown Grant permission</p>	
	<u>Correspondence</u> <u>Minute No 202</u>	<p>1. CALC circular copies to all in attendance.</p> <p>2. For information. Netherby Estate to extend the existing woodland at Slackbraes Wood. Map of proposal made available.</p>	
	<u>Accounts</u>	To agree the accounts for June and authorise payment	
7	704661	Water plus Annual charges Council Rooms	162.88
8	704662	City of Carlisle - Council tax Annual bill Changing Rooms and bungalow	816.00
9	704663	CALC clerk training for GDPR	74.00
10	704664	Eon electric bill Moot Hall	33.51
11	704665	Purchase back up drive	54.99
	704666	R Highmore Council Rooms cleaner	68.33
12	704667	Eon electric bill Changing Rooms	189.60
	704668	K Johnson clerk salary	1840.35
	704669	Inland Revenue Income tax and N.I. contributions	693.25
13	704670	D Beattie Riverside cleaning, changing rooms and playing field	388.00
14	704671	Murrays raffle tickets	46.80
15	704672	NSALG Annual allotment affiliation	177.00
16	704673	CALC Annual membership	297.00
17	704674	Wallace Oils heating fuel Council Rooms	262.24
	704675	Clerk backdated pay increase	128.66

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Present Cllrs Sir JFS Graham, G Routledge, M Gunson, C Adams, S Elliott, S Winthrop, C Johannsen
City Cllr R Bloxham

Chairmans Report
Minute No 176 The Chairman read the Annual report (attached)

Statement of Accounts
Minute No 177 Copies of accounts Year ending 31st March 2018 received.

Members of the Public Minute
No 178 There were no members of the public present.

The meeting closed at 7.15p.m. and was followed by the Annual Meeting and May council meeting