

IREBY AND ULDALE PARISH COUNCIL

At the Annual Meeting of Ireby and Uldale Parish Council held at the W.I. Hall, Ireby on Tuesday 1st May, 2018 commencing at 7.45 p.m.

Present:

R. Cockburn
B. Cope
F. Foster
B. Hinde
G. Moore

Also Present:

J. Rae (Clerk)

1 ELECTION OF CHAIRMAN FOR COUNCIL YEAR 2018/2019

Nominations were invited for the election of Chairman for council year 2018/19. One nomination was received from R. Cockburn and seconded by B. Hinde, as no other nominations were received it was therefore RESOLVED that G. Moore be re-elected Chairman for the ensuing year.

2 TO RECEIVE THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

G. Moore assumed the Chair and signed a declaration of acceptance of office.

3 APPOINTMENT OF VICE-CHAIRMAN FOR COUNCIL YEAR 2018/19

RESOLVED that R. Cockburn be elected Vice Chairman for council year 2018/19.

4 APOLOGIES FOR ABSENCE

An apology for absence was received from Cllr A. Bowness, Cumbria County Council.

5 MINUTES – 6 MARCH 2018

The minutes of the bi-monthly meeting held on 6 March 2018 were agreed as a correct record and signed by the Chairman.

6 DECLARATIONS OF INTEREST

B. Hinde declared an interest in item 12 on the agenda (Payment of Accounts)

7 POLICE REPORT

PCSO K. Harris had provided a report advising that there had been no relevant incidents to report in the area since the last meeting. The Clerk reported that no incidents were shown on the crime mapper website for the area as at February 2018.

8 PUBLIC PARTICIPATION

No members of the public were present at the meeting.

9 MATTERS ARISING FROM THE MEETING 6 MARCH 2018

Councillor Training: It was agreed not to pursue this any further at this time.

10 FINANCE

- (a) The financial position at 31st March 2018 was provided for Members information.

Bank Balances 31st March 2018

Current Account	£ 5,343.94
Business Saver Account	<u>£ 4,899.15</u>
	£10,243.09

Income Received:

1 April 2018 - Allerdale Borough Council
Half Yearly Precept: £3,277.51

- (b) NJC Pay Increase for Parish Clerks – Members noted that the NJC had agreed a pay increase of 2% from April 2018 for two years.

- (c) Annual Audit

The Clerk reported that the internal audit had been carried out with no issues identified. Members considered the effectiveness of the system of internal control and agreed that this is satisfactory.

- (i) Annual Governance Statement – Members considered the Annual Governance Statement and agreed that arrangements are in place for effective financial management and the accounting statements are prepared in accordance with Accounts and Audit Regulations. RESOLVED that the Chairman and Clerk be authorised to sign the Annual Governance Statement.
- (ii) Accounting Statement 2017/18 – Members agreed that the Accounting Statement in the annual return fairly represents the financial position of the parish council. RESOLVED that the Chairman be authorised to sign the annual return.
- (iii) Certificate of Exemption - Members resolved that the Certificate of Exemption should be signed by the Chairman and Clerk certifying that the Parish Council is exempt from a limited assurance review and during the financial year 2017/18 the gross income for the year or gross annual expenditure for the year did not exceed £25,000.
- (iv) Period of Exercise of Public Rights – Members noted that the period for the exercise of public rights will commence on 4th June and will end on 13th July. A notice will be displayed on the parish notice boards notifying electors of their rights to inspect the accounts.
- (v) Publication on website – The Clerk reported the requisite documents will be added to the parish council's website.

11 PARISH COUNCIL'S INSURANCE/RISK MANAGEMENT

The clerk reported that as of 1st September 2017 BHIB Ltd acquired the business from Aon the previous insurers. Renewal documentation had been received at a premium of £335.75. It was agreed that the policy is adequate for the parish council's requirements. RESOLVED that the policy be renewed with BHIB Insurance Brokers.

12 PAYMENT OF ACCOUNTS

The following accounts were authorised for payment:

P. Wilson - Internal Auditor	£ 85.00
BHIB –Annual Insurance	£335.75
CALC - Annual Subscription	£165.00
B. Hinde – Repairs to benches	£ 25.00

The Clerk was requested to query the annual subscription fees from CALC which had increased by approximately £50.00.

13 PLANNING

(a) Applications received:

Lake District National Park Authority

7/2018/2040 – Uldale Mill Barn, Ireby
Change of use of barn to residential accommodation

7/2017/2332 – Coach House, Old Rectory, Uldale
Erection of timber carport/garage with room above to the side of property and conservatory to the rear of property

(b) Decisions

Lake District National Park Authority

7/2017/2315-6 – Barn adjoining The Dash Farmhouse
Bassenthwaite
Change of use to dwellinghouse for holiday letting
accommodation purposes. New private drive and associated
parking. GRANTED

14 HIGHWAYS/HIGHWAY MAINTENANCE

The following matters were reported:

Pot holes on the High Ireby road
Water leaking on the road from High Ireby to Ruthwaite
Gully cover missing on the Ireby to Ruthwaite road

The ongoing issues at Uldale and the lack of response from Highways was discussed.

Correspondence from Sue Hayman MP regarding the issues at High Ireby/Snittlegarth was circulated at the meeting.

B. Cope proposed that when reporting issues to County Highways that a timeframe for completion of the works should be requested. Members were in agreement.

15 GENERAL DATA PROTECTION REGULATIONS

The Clerk reported that the General Data Protection Regulation will come into effect from 25th May 2018. This replaces the existing law on data protection and gives individuals more rights and protection regarding how their personal data is used by councils. A draft Data Protection Policy, General Privacy Notice and Consent Form was circulated. A draft Information Audit had also been prepared. Members resolved that the Data Protection Policy, the Privacy Notice and Consent form should be included on the Parish Council's website.

Members noted that the Government has tabled an amendment to its Data Protection Bill to exempt all parish and town councils and parish meetings in England from the requirement to appoint a Data Protection Officer. It was also noted that the Parish Council will need to register with the Information Commissioners Office and pay a fee of £40.00. Confirmation on these two points is still awaited.

16 VACANCY

Following the resignation of Keith Bridges two vacancies now exist on the parish council. The Clerk agreed to enquire at the Borough Council whether the vacancy needs to be advertised as one vacancy has existed since the elections in 2015.

It was suggested that a letter should be sent to Keith thanking him for all his work and support during his time on the council.

17 CORRESPONDENCE

Correspondence received since the last meeting was circulated and discussed:

LDNPA Members report March 2018

CALC Minutes of Three Tier Meeting 22 March 2018 – Items discussed included The Allerdale Hub, Data Protection Regulations, United Utilities Legacy Fund, Footway Lighting, Community Governance Reviews, County Council Grants.

Northern Fells Group – Letter of thanks for the parish council’s donation of £250

Cumbria County Council – Information on Village Wheels and the Voluntary Social Car Scheme

CALC – Data Protection Fees – Data controllers such as parish councils with up to ten members of staff will pay a fee of £40.00.

CALC - Chief Executives Bulletin April 2018 – The Section 137 limit for 2018/19 has been increased to £7.86 from £7.57.

Allerdale Borough Council – Footway Lighting - The Borough Council had advised that due to reductions in its funding from Central Government their budget has been reduced by approximately 20% and as the provision of footway lighting is not a statutory requirement it is one area where savings have to be generated. The Borough Council is keen to work with parishes to ensure the transition of responsibility for the provision, maintenance and energy costs of footway lighting is effected over the coming years. The Clerk was requested to contact the Borough to enquire what the potential costs would be if the responsibility for footway lighting is transferred to the parish council.

18 DATE OF NEXT MEETING

The next meeting will be held on Tuesday 3rd July 2018

The meeting closed at 8.20 p.m.

Chairman Date