

MINUTES of the Meeting of **WALTON PARISH COUNCIL** held on **TUESDAY 2ND JULY 2019** in **WALTON VILLAGE HALL** at **7.30pm**.

Present: Cllrs G Shaw (Chairman), B Hogg, D Lockhart and S Wood

In Attendance: Clerk
2 members of the public

Action

034/19 APOLOGIES FOR ABSENCE

RESOLVED to note apologies for absence were received and agreed from:-

Councillors Armstrong, Brocklebank and Mounsey.
City Councillor Shepherd.

035/19 REQUESTS FOR DISPENSATION

RESOLVED to note that no requests for dispensation were received.

036/19 DECLARATIONS OF INTEREST

Councillors were invited to record their interests:-

RESOLVED to note that there were no declarations of interest.

037/19 MINUTES

037/19.1 MINUTES OF THE MEETINGS HELD ON 9th and 20th MAY 2019 WERE SUBMITTED.

RESOLVED to authorise the Chairman to sign the minutes of the meetings held on 9th and 20th May 2019, confirmed as a true and accurate record.

038/19 PUBLIC PARTICIPATION -

038/19.1 CITY AND COUNTY COUNCILLOR REPORTS

RESOLVED to note there were no City or County Councillors present or reports submitted.

038/19.2 PUBLIC PARTICIPATION

038/19.2.1 DOG FOULING NOTICES

A member of the public requested permission to replace dog fouling notices in the parish as and when required.

RESOLVED to give permission.

038/19.2.2 FLYERS AND NOTICEBOARD

A member of the public asked that members of the public be encouraged to use the parish noticeboard instead of placing flyers to trees. It was also felt that the noticeboard should be located at the Village Hall rather than the bus shelter.

RESOLVED to encourage flyers to be posted on the noticeboard and that the location of the noticeboard at the bus shelter would be promoted and reviewed in 6 months.

Signed (Chairman):.....

3rd September 2019

038/19.2.3 PUBLIC PARTICIPATION

A member of the public requested that the length of public participation should be 30 minutes.

RESOLVED to note that NALC model Standing Orders had been agreed at the last meeting of 15 minutes for public participation. The length of time permitted for each member of the public to speak would be agreed under item 11 on the agenda and to note that consideration would always be given to members of the public wishing to speak on a contentious item that may take longer than 15 minutes.

039/19 REPRESENTATIVES' REPORTS**039/19.1 VILLAGE HALL MANAGEMENT COMMITTEE**

Councillor Lockhart reported on the last AGM held in June; upcoming events in the village; 2 projects – reading/books and environmental and handed out 100 Club flyers and forms.

RESOLVED to note the report and information received on the 100 Club.

039/19.2 TRAINING EVENTS

The Clerk reported on two training days attended at the end of June. One being the NALC Expo at Droitwich Spa and the CALC training at Penrith. Details of the presentations and demonstrations attended were given to members and the possible future use of financial software and cloud back up systems for the parish council.

PowerPoint presentations from the CALC training on Green Spaces, Village Halls, and Neighbourhood Planning would be circulated to members on request.

RESOLVED to note the report

040/19 TOWN AND COUNTRY PLANNING

APPLICATIONS – Applications for planning consent were considered.

RESOLVED to advise the appropriate Planning Authority of the Council's comments as follows:-

Clerk

040/19.1 L/A REAR OF WALTON PARISH CHURCH, WALTON (19/0494) – Erection of 1 dwelling.

Comment – concern that access is over registered village green.

041/19 NOTIFICATION OF DECISIONS

A report on the decisions of the appropriate planning authority on applications on which the Parish Council had previously been consulted was submitted.

RESOLVED to note the notification of decisions.

Signed (Chairman):.....

3rd September 2019

042/19 FINANCIAL MATTERS**042/19.1 BANK RECONCILIATION TO 30.05.19**

There was submitted a report by the Clerk on the reconciliation of the Council's financial records with its bank account statements.

RESOLVED to receive and note the bank reconciliation and balance to 30th May 2019 of £12,122.83.

042/19.2 EXPENDITURE TO APPROVE

There was submitted a report by the Clerk detailing expenditure to approve.

RESOLVED to authorise payment of the accounts listed in the Appendix hereto amounting to £1,493.60.

042/19.3 ADDITIONAL HOURS OF WORK

The Clerk asked for consideration of payment for 8 additional hours of work in May 2019.

RESOLVED that the Clerk could add the additional 8 hours of work at the current hourly rate to the next pay schedule with Cumbrian Payroll Services.

Clerk**042/19.4 HALL INSURANCE COSTS**

RESOLVED to note that the cost of insurance cover for the Village Hall from 2017-19 was £719.93 and that an invoice would be sent by the Clerk requesting payment.

Clerk**043/19 RISK ASSESSMENT**

The Clerk submitted the Parish Council's risk assessment for 2019/20 for consideration.

Back-up for the Council's documents was now being carried out externally as the current use of Dropbox as a cloud back-up was not compliant with GDPR. Incorporation onto cloud storage with a new provider would be reported on in due course.

RESOLVED to note and approve the 2019/20 risk assessment.

044/19 PUBLIC PARTICIPATION

Members gave further consideration to public participation at parish council meetings following the issues raised under minute 038/19.2.3.

RESOLVED that the length of the public participation period in meetings would follow that agreed in NALC model standing orders of 15 minutes and that the time permitted for an individual to speak on an item within that period would be 3 minutes as per the City Council permitted time for members of the public at its meetings.

045/19 PLAY AREA –**045/19.1 PLAY AREA WEEKLY INSPECTIONS**

RESOLVED to note the latest weekly inspection reports and that the completion form would be modified in due course.

Clerk

Signed (Chairman):.....

3rd September 2019

045/19.2 PLAY AREA ANNUAL INSPECTION

RESOLVED to note that the play area annual inspection would be carried out in August at a cost of £75.00. There would be an overlap with future annual inspections being carried out under the City Council but would this would work out more cost-effective in the long term and the parish council had to comply with insurance requirements.

045/19.3 FOOTBALL PITCH AREA

Consideration was given to a request from a resident for the grass near the football pitch adjacent to Orchard House to be cut less frequently in order to encourage wildflowers.

RESOLVED that Councillor Lockhart will look for suitable areas for wildflowers and the Clerk would look for any available grant funding.

DL/CLerk**046/19 VILLAGE GREEN AND COMMON LAND****046/19.1 VILLAGE GREEN DRAINAGE**

RESOLVED to note that all drainage repairs were now complete and that the ground was settling. The Clerk would investigate the insurance excess for works to the village green.

Clerk**046/19.2 VILLAGE GREEN EVENT**

RESOLVED to give permission for the annual 'Summer Doo' to be held on the village green on Saturday 13th July 2019.

046/19.3 VILLAGE GREEN AND WILDFLOWERS

Consideration was given to a request from a parishioner that areas of the village green should be encouraged to be managed as wildflower areas.

RESOLVED to note minute 045/19.3 and that Councillor Lockhart would also look for suitable areas on the village green.

DL**046/19.4 WOODLAND AREA**

Consideration was given to concerns raised from a resident at the poor state of the woodland area with repairs required to sleepers/fencing and overhanging branches.

RESOLVED that Councillors Lockhart and Hogg would see what work was required and the Clerk would investigate any available grant funding.

**DL/BH
Clerk****047/19 NEWSLETTER**

Consideration was given to a request from a parishioner that the next newsletter includes photographs of all the councillors along with information on who they are, why they put themselves forward for election and what issues they feel are important to the parish.

RESOLVED that members were happy to have photos taken for the newsletter (September meeting) but that the additional information requested was more relevant prior to the election and would not be included.

Signed (Chairman):.....

3rd September 2019

048/19 ENVIRONMENTAL ISSUES –

The following ideas were put forward for consideration from a local parishioner:-

- Tetra-cycling scheme set up
- How to recycle properly
- Support for local red squirrel group
- Reducing the use of single use plastic
- Reducing littering

RESOLVED to note that a member would attend the next W.I. meeting to be held on 4th September which would include a talk by Lisa Heathcote from Carlisle City Council on recycling. Feedback from the talk would be given at a future meeting.

The Clerk would inform the resident of the talk.

The Clerk would inform the local squirrel group of the location of grey squirrels in the area and inform the resident to contact the group direct with any concerns.

Clerk**049/19 NOTICEBOARD**

Consideration to a request from a local resident for an accessible noticeboard to be put on the Village Hall as the current noticeboard is hidden in the bus shelter was actioned under minute 38/19.2.2.

RESOLVED that Councillor Lockhart would investigate signs being located at the entrances to the villages designed by local school children detailing local businesses etc.

DL**050/19 VILLAGE HALL WI-FI SIGNAL**

RESOLVED to note that following concerns raised at the last meeting regarding poor wi-fi signal at the Village Hall, the router had been relocated and was being monitored.

051/19 CALC

The following correspondence from CALC was received and noted:-

051/19.1 CALC CIRCULARS – June and July 2019. (July newsletter to be circulated when received)

051/19.2 BUSINESS RATES ON PUBLIC TOILETS

051/19.3 NORTH WEST COASTAL ACCESS UPDATE

052/19 CORRESPONDENCE RECEIVED BY THE CLERK

RESOLVED to note the following correspondence had been received: -

052/19.1 GARDEN ORGANIC VOLUNTEER COMPOSTING SCHEME – Email from Project Officer.

052/19.2 BOLTON FELL & WALTON MOSSES EVENT – Email from Natural England.

RESOLVED to note that Councillor Lockhart would attend.

052/19.3 850th ANNIVERSARY OF LANERCOST PRIORY – Email from Event co-ordinator.

Signed (Chairman):.....

3rd September 2019

053/19 LITERATURE AVAILABLE FROM CLERK –

RESOLVED to note the following literature was available from the Clerk:-

053/19.1 NOTICE OF EXECUTIVE KEY DECISIONS – 21st June 2019

054/19 AGENDA ITEMS FOR NEXT MEETING

RESOLVED to note that any items for consideration should be submitted to the Clerk on or before 27th August 2019.

055/19 DATE OF NEXT MEETING - Tuesday 3rd September 2019, Walton Village Hall, 7.30pm.

Meeting closed at 9.10pm.

Signed (Chairman):.....

3rd September 2019

Expenditure To Approve

Amount £	Payee	Detail	Chq number or D/D
367.20	Colville's Gnds Mnce	Grass cutting (x2)	000034
198.00	Andrew Chalmers	Drainage work to green	000035
75.00	Joanne Batey	Internal Audit	000036
62.40	E & N Farrer	Re work to green	000037
28.00	Walton Village Hall	Room hire	000038
16.80	Cumbria Payroll Services	Wages	000039
142.40	P Cronin	Staff wages	000040
426.80	A Riddell	Staff wages	000041
142.00	HMR&C	PAYE	000042
35.00	ICO	Data Protection Registration	D/D
<u>£1,493.60</u>			

Signed (Chairman):.....

3rd September 2019