

**WHICHAM PARISH COUNCIL
DRAFT MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD
ON WEDNESDAY 3 OCTOBER 2018 IN
SILECROFT VILLAGE HALL COMMENCING AT 07.30PM**

PRESENT: Cllr P Rand, Cllr S Wilson, Cllr M Sharp, Cllr M. Cumming (Chair), Cllr V Bradley and Cllr R Jopson,
Borough Cllr G Scurrah

73/18: APOLOGIES: Cllr A Fell, Cllr C Lowery, Cty Cllr K Hitchen, PCSO Booth

74/18 : Exclusions of Press and Public

There were no items that required the exclusion of press or public

75/18 Declarations of Interest

None

76/18 Minutes of the meeting held on 6 September 2018

The minutes of the meeting held on 6 September 2018 were approved and signed by the Chair.

77/18 Minutes of Extra-ordinary meeting held on 18th July 2018

The minutes of the meeting held on 18th July 2018 were approved and signed by the Chair.

76/18 Police Liaison Report

A report had been received and had been previously circulated. The report was accepted.

77/18 PROGRESS REPORTS

None

78/18 Public Participation Session

None

79/18 County Councilor and Borough Councilor Report

Cty Cllr Hitchen had sent his apologies.

Borough Cllr Scurrah stated that he had nothing to report

80/18 Applications for Development

80/18.1 To examine applications for development and submit observations to the Planning Authority

None received

80/18.2 To ratify the observations submitted by the Clerk under devolved powers

None undertaken

80/18.3 To note the decisions of the statutory planning authority with regards to recent applications:

7/2018/4060 Whicham Hall Farm, Whicham

Conversion of attached outbuilding to holiday let room

APPROVED WITH CONDITIONS

7/2018/4047 Annexe to Hickory House, Silecroft

Use of residential annexe as holiday let (retrospective)

APPROVED WITH CONDITIONS

7/2018/4071 Midtown Farm, Whitbeck

Extension to roof store

PRIOR APPROVAL NOT REQUIRED

7/2018/4069 New Buildings Farm, Whitbeck

Erection of general purpose building

PRIOR APPROVAL NOT REQUIRED

81/18 FINANCIAL RECORDS

81/18.1 The following payments were approved:

Thomas Graham	Toilet supplies	£ 2.66
L Cooper	Reimburse website costs	£ 72.00
Whitbeck PCC	Grass cutting September	£ 70.00
Thomas Graham	Toilet Supplies	£ 29.84
Dream Landscapes	Grass cutting & war memorial landscape	£1784.00
J Hillier	Toilet cleaning September	£ 222.00

The Clerk was instructed to enquire whether Dream Landscapes would consider a 3 year contract for the grass cutting. The Clerk to write to John Fell to determine if he wishes to consider undertaking the grass cutting at Silecroft play area. The Clerk to also to obtain a quotation from Copeland BC for grass cutting.

81/18.2 To note the receipt of payments

None received

81/18.3 To receive and note the **bank reconciliation** statement 3 August 2018

Checked and approved by Cllr Bradley

81/18.4 To consider the **Budget Comparison Report** as at 30 September 2018 and determine action need to address deviations from the budget.

None required.

81/18.5 The Clerk reported that a rates bill of £417.60 had been received for the toilets at Silecroft and she was currently challenging this.

82/18 PARISH MATTERS

82/18.1 Silecroft Beach Front and Toilets

The Clerk reported she was chasing up an update on the bid to the Copeland Community Fund.

82/18.2 ROSPA inspection of Play areas

The Climbing Frame still to be dismantled. The bench that was reported is not part of the play area. It was agreed that it would be reviewed after the Village Hall had completed their landscaping and consider placing a replacement bench on the banking. Cllr Cumming to check the bench to determine if it would need replacing or just required some maintenance, Cllr Cumming to ask the Village Hall to incorporate a bench as part of the landscaping.

It was noted that the movable barrier had been laid on the grass and not replaced. The Clerk to contact the grass contractors.

82/18.3 Meeting between PC & CIC

Due to ill health, the meeting had to be cancelled. A new date to be arranged.

82/18.4 Donation Box – Silecroft car park

Cllr Sharp reported that James Luke was going to have another look at the design. Cllr Rand to contact LDNP to ascertain if they have any spare boxes.

83/18.5 Re-planting of war memorial site

The works have been completed. The Clerk to contact the Chairmen of Bootle and Millom without to co-ordinate the beacon for the 11 November.

83/18.6 Notice Boards

Whitbeck currently using the bus shelter. Clerk to contact Barry Dunn at Bootle to obtain a quote for a notice board

83/18.7 Review of Community Plan

More Parish Council representatives were required to join the steering group. Cllrs Jopson and Bradley agreed to be representatives. Cllr Cumming to arrange a date for the first meeting. Other names for the steering group were suggested and are to be contacted.

83/18.8 Sit-on Mower

Cllr Fell had sent a report that the mower was in working order but required a new battery. It was agreed to authorize Cllr Fell to purchase one. Cllr Fell to give an estimate of value.

83/18.9 Church Car Park

It was reported that a drain appeared blocked and a hole near the entrance to the churchyard was filling with water. Cllr Cumming to speak to the Church Warden to obtain more information regarding the drain location.

Cllrs Fell and Sharp will inspect the problems and determine what action(s) are required.

83/18.10 Weekly play area inspections

The Clerk to produce some templates. A resident had volunteered to undertake the inspections at Silecroft. Cllr Cumming to seek a volunteer at Kirksanton.

83/18.11 To set a date for the Clerk's appraisal

It was agreed that Cllrs Fell and Lowery would undertake the appraisal and they to arrange a mutually convenient date/time.

83/18.12 To approve the following Policies:

- a. Equal Opportunities Policy
- b. H & S Policy
- c. Protocol on the recording and filming of Council meetings and committee meetings
- d. Recruitment Policy
- e. Sickness Absence Policy
- f. Training and Development Policy
- g. Appraisal Policy
- h. Freedom of Information Policy

The policies had been previously circulated by the Clerk for comment. It was proposed by Cllr Rand, Seconded by Cllr Bradley and agreed by the Council to adopt the policies. The Clerk to put the policies up on the website.

84/18 Reports from outside bodies

- a) LDNP proposed southern boundary review
Cllr Cumming had attended this meeting and gave feedback. A Southern Boundary Partnership Group had been formed to work with FOLD, who were undertaking a technical assessment of the changes proposed.
- b) South Copeland Partnership
Cllr Jopson attended the meeting and reported that there was a bid writing course on 15 November. There were issues of the lack of police within the area. The next meeting is 23 October 2018
- c) 3 Tier Meeting.
Cllr Rand gave feedback on this meeting. The Sellafield travel plan which was intended to reduce traffic going to Sellafield was having a negative impact on cars been parked in lay byes and other areas. The Clerk to ask the Police what procedures could be taken to reduce this.
The role of lengthsman was discussed
There was a push on Health & Wellbeing and trying to encourage people to undertake more exercise.

85/18 CORRESPONDENCE All correspondence had been circulated to councillors. The following had not been circulated.

- none

86/18 Councilor Matters

- Cllr Rand reported that the new café cabin was being connected to the septic tank. The flag pole had snapped during the recent storm and that Copeland BC were taking responsibility for its removal.
- Cllr Rand reported that a member of the public had complained about the number of advertising signs appearing at the junction of Main St and the A595. Also a car had appeared parked on the grass with a For Sale notice in. The Clerk to contact planning to ascertain if permission required to be sought and also to speak to the police and obtain advice regarding what actions could be taken re the vehicle.

- Cllr Jopson reported that some of the fence posts and strainers were rotten at the Silecroft play area. It was estimated that approx. 40 posts and some strainers required replacing. Cllr Jopson to obtain a cost/estimate for the next meeting.
- Cllr Cumming reported that the fence at Kirksanton Village Green on the main road sign required replacing. Cllr Jopson was asked to obtain a quote/estimate to replace this.
- Cllr Wilson reported that the state of the empty bungalow at valley end was of some concern. To be reported to Copeland BC
- Cllr Cumming stated that a meeting was being held between Kirksanton Village Hall and King Billy pub re the septic tank. This to be an agenda item for the next meeting
- Cllr Cumming reported that there was a workshop planned at Haverigg Lighthouse to look at tourism plans for this area

87/18 DATE OF NEXT MEETING – to confirm the next meeting will be Wednesday 7th November 2018 commencing at 7.30pm in **Silecroft Village Hall**.

There being no further business the meeting closed at 21.57

Signed..... Dated.....