

**WHICHAM PARISH COUNCIL
DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD
ON WEDNESDAY 6th SEPTEMBER 2017 IN
SILECROFT VILLAGE HALL COMMENCING AT 07.30PM**

PRESENT: Cllr S Wilson., Cllr C Lowery, Cllr R Jopson, Cllr A Fell (Chair), Cllr M Sharp,
Cllr M. Cumming, Cllr V Bradley,
County Cllr K Hitchen
Borough Cllr G Scurrah
J Hillier,

54/17: APOLOGIES: Cllr P Rand

55/17: Silecroft toilets

Before the start of the meeting Mr Hillier, the current cleaner of the toilets gave an update on the condition of the toilets.

A stabilizing solution had been placed on the walls to prevent crumbling. There may be dry rot in the walls. The internal walls had been repainted.

There had been vandalism to a toilet seat in the Ladies. Mr Hillier was asked to report this and any other acts of vandalism to the police.

There was pipework that appeared to be surplus to requirements that would require removing.

The pipework required re-lagging.

Wastepipe from the sinks required new brackets.

Woodwork around door frames was rotting and required replacing.

Internal woodwork required painting.

Mr Hillier reported that he had no set time for cleaning the toilets but went when it fitted in with his other commitments. In heavy periods of usage it would be better if he went more than once in a day.

He has managed to get some free toilet roll holders from the supplier and will be fitting these.

Mr Hillier was thanked for his report and left the meeting.

56/17: Exclusions of Press and Public

Item 11.6 HR issues on the Agenda would require the exclusion of press and public

57/17 Declarations of Interest

There were no declarations of interest

58/17 Minutes of the meeting held on 5 July 2017

The minutes of the meeting held on 5 July 2017 were approved and signed by the Chair.

59/17 Police Liaison Report

A report had been received from PCSO Booth and circulated to the Councilors prior to the meeting. There was nothing of significance to report.

60/17 PROGRESS REPORTS

60/17.1 Benches

Cllr Sharp reported that the benches were now in situ. Cllr Rand had emailed to say that a resident was offering to pay for the replacement of the seat located at Hartrees. It was resolved to accept the offer and the Clerk to order a replacement seat.

61/17 Public Participation Session

No public present.

62/17 County Councilor and Borough Councilor Report

Cty Cllr Hitchen stated that he had nothing new to report.

Borough Cllr Scurrah had nothing to report.

When questioned about the lack of white lining on the Whicham Valley road, Cty Cllr Hitchen stated that he was trying to find out when the contractors were next due in to undertake works. He also stated that County Highways was investigating the purchase of a white lining machine.

63/17: Applications for Development

63/17.1 To examine applications for development and submit observations to the Planning Authority
No applications had been received

63/17.2 To ratify the observations submitted by the Clerk under devolved powers since the last meeting.
None undertaken

63/17.3 To note the decisions of the statutory planning authority with regards to recent applications
None received

64/17: FINANCIAL RECORDS

64/17.1 The following payments were approved:

St Marys Church – grass cutting July/Aug	£ 140.00
CALC Part payment for course	£ 25.00
ROSPA Annual Playground inspection	£ 159.60
L Cooper Clerk's Salary and expenses	£ 422.50
HMRC PAYE	£ 84.40
Millom without PC TRANSFER of monies incorrectly recd	£ 500.00
BDO LLP External Auditor fee	£ 360.00
J Hillier Toilet cleaning & fuel cost Aug 2017	£ 292.00

Playdale	Deposit for Silecroft tennis courts	£6746.16
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For information only and paid per Standing Orders

Thomas Graham	Toilet supplies	£ 33.14
James Hillier	Toilet cleaning July	£ 186.00

64/17.2 To note the receipt of payments

Groundwork UK grant for Silecroft tennis courts	£3750.00
VAT return 2016/17	£ 752.92

64/17.3 To receive and note the **bank reconciliation** statement to 4 August 2017
This was checked and signed by Cllr Bradley

64/17.4 To consider the **Budget Comparison Report** as at 31 August 2017 and determine action need to address deviations from the budget.

The following amendments were made to the budget:

EXPENDITURE

- a) **Insurance** in light of the recent quotation for including the toilet block at Silecroft on the insurance policy to be **raised from £950 to £1300 difference to be taken from additional income received on VAT CLAIM**
- b) **External Auditors fee increase from £200 to £360** unexpected additional fee cost
- c) **Play area maintenance increase budget from £200 to £134942** to include purchase of new equipment for Silecroft tennis courts. Monies to be taken from grant monies received from Groundwork UK (Tesco Bags for Life) £5000 and Council reserves.
- d) **Silecroft beach toilets – water increase budget from £0 to £576** monies to be transferred from Silecroft beach toilets – rates which will be reduced to £0

INCOME

- e) **Donation Tesco bags for life increase from £0 to £5000** – grant applied for and received to upgrade Silecroft tennis courts
- f) **VAT reclaim increase from £430 to £752.92**

64/17.5 External Audit report

The Clerk reported that this had now been received back, approved and there were no comments made. The Council accepted the report.

65/17 PARISH MATTERS

65/17.1 Silecroft Beach Front and Toilets

The Clerk reported that documents had been received from Copeland for the transfer of the toilets to Whicham Parish Council. The Council resolved to ask Pam Thomas at Bleasdales Solicitors to act on behalf of the Parish Council.

2 complaints had been received regarding the cleanliness of the toilets.

It was resolved to put up laminated notices in the toilets stating that the toilets were cleaned daily.

It was noted that motorhomes were using the beach front car park for overnight parking. A sign to be placed at the entrance to the car park stating "NO OVERNIGHT PARKING"

It was suggested that a donation box be placed near the entrance to the car park for parking donations. JB Fabrications to be contacted to make a suitable box and then it to be set into a cairn.

It was noted that the car park required resurfacing. Cllrs Fell and Sharp to fill in the potholes.

65/17.2 Silecroft Play area phase 2

Cllr Bradley reported that the order was in and we were awaiting a date for installation. Cllr Fell to obtain quotes for the re-rendering of the wall which is hoped will be in place before work commences.

A clean up had been undertaken of the area.

65/17.3 Silecroft Pop-up cafe

Cllr Cummings who is the Parish Council's representative on the CIC reported that she had received no information regarding this project.

It was unclear if a fat trap and a water meter had been installed as per the agreement.

The Clerk to inform the CIC that the toilets would be closed down at the end of October for the winter.

65/17.4 Common Land

The Clerk reported about the course she had attended on Common Land, Village Greens and rights of Way. A number of issues had been raised that may require the attention of the Parish Council. The Clerk to contact the Cumbria Commons register for a list of all common land in the Parish.

65/17.5 LDNP Management Plan 2015 -20

It was noted and no comments were made

65/17.6 HR issues

It was agreed to set the date of the Clerk's appraisal to 12noon on Monday 25th September 2017. Cllrs Fell and Lowery to undertake the appraisal.

66/17 Reports from outside bodies

None

67/17 CORRESPONDENCE All correspondence had been circulated to councilors and there were no items for discussion.

None

68/17 Councilor Matters

- Cllr Cumming reported that Whicham Church were struggling to get someone to cut the grass in the graveyard and were looking for a financial contribution towards the cost of grass cutting. This to be placed on the next agenda for discussion.
- Cllr Cumming reported that Whicham Church was running out of room in the overflow graveyard and was seeking more land to be used as a burial ground.

- The Clerk reported that a resident was concerned about a tree on Kirksanton Village Green interfering with the telephone wire. Cllr Cumming to contact the resident and explain that it is Open Reach who need to be contacted to deal with this.
- Cllr Cumming reported that the fence had still not been repaired at Kirksanton village green. The clerk to contact the owners of the cows who damaged the fence

69/17 DATE OF NEXT MEETING – to confirm the next meeting will be Wednesday 4th October 2017 at 7.30pm in Silecroft Village Hall

There being no further business the meeting closed at 22.00

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