

**WHICHAM PARISH COUNCIL
DRAFT MINUTES OF THE ANNUAL GENERAL MEETING OF THE
PARISH COUNCIL HELD
ON WEDNESDAY 2 MAY 2018 IN
SILECROFT VILLAGE HALL COMMENCING AT 08.30PM**

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

1/18: APOLOGIES: Cllr P Rand, Cllr C Lowery,

2/18: ELECTION OF CHAIRMAN/VICE CHAIRMAN

Cllr A Fell was nominated for Chairman by Cllr Sharp and seconded by Cllr Bradley. There being no other nominations it was unanimously agreed that Cllr A Fell be elected as Chairman.

Cllr M Cumming was nominated for Deputy Chairman by Cllr Wilson and seconded by Cllr Sharp. There being no other nomination it was agreed to elect Cllr Cumming as Deputy Chairman.

3/18: ACCEPTANCE OF OFFICE:

The Declaration of Acceptance was signed by the Chair and Vice Chair

4/18: MINUTES of ANNUAL GENERAL MEETING

It was resolved that the minutes of the parish council Annual General Meeting held on 3rd May 2017 be signed as a true and correct record.

5/18: APPOINTMENT OF MEMBERS TO SERVE ON OUTSIDE BODIES – The following members of Council were elected to serve on the following outside bodies:

- Silecroft Education Committee - Cllrs Wilson and Bradley
- Village Hall Committee - Cllrs Wilson, and Bradley
- CGP Trust Fund - Cllrs Fell, Wilson and Bradley

- Beach Advisory Group - Cllr Rand
- Beach Development Group - Cllr Rand
- Community Planning Committee and Parish Action Plan Steering Committee - Cllrs Cumming and Jopson
- Community Interest Company - Cllr Cumming
- South Copeland Partnership - Cllrs Fell. Rand and Jopson

6/18 ADJOURNMENT OF MEETING

There being no other issues the AGM was adjourned at 20.40hrs

The normal Parish Council meeting now took place

7/18 Present: Cllr A Fell (Chair), Cllr S Wilson, Cllr M Sharp, Cllr V Bradley, Cllr M. Cumming, Cllr R Jopson
Cty Cllr K Hitchen,
1 member of the public

8/18: APOLOGIES: Cllr P Rand, Cllr C Lowery,

9/18 : Exclusions of Press and Public

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

10/18 Declarations of Interest

None

11/18 Minutes of the meeting held on 4 April 2018

It was noted that Cllr R Jopson's apologies for the meeting had not been recorded. The minutes of the meeting held on 4 April 2018 were approved and signed by the Chair with the addition of Cllr Jopson's apologies.

12/18 Police Liaison Report

A report had been received and had been previously circulated. The report was accepted. PCSO Booth had also given an update during the Annual Parish Meeting held prior to this meeting.

13/18 PROGRESS REPORTS

13/18.1 Silecroft Tennis Courts

A member of the community had drawn the attention that the tennis court lines had not been painted correctly at the Annual Parish Meeting. The Clerk to contact Playdale to rectify.

It was suggested that the costs of a smaller slide/unit be investigated for younger children. Cllr Bradley to investigate costs and possibly Tesco Bags for Life for Funding.

It was noted that some of the fencing posts surrounding the play area required replacing. Cllr Jopson to organize.

14/18 Public Participation Session

None

15/18 County Councilor and Borough Councilor Report

Cty Cllr Hitchen reported that he had nothing new to report. The issue of the 30mph signs not being put up on the beach road which had been identified during the Parish meeting is to be raised by Cty Cllr Hitchen.

16/18 Applications for Development

16/18.1 To examine applications for development and submit observations to the Planning Authority
None

16/18.2 To ratify the observations submitted by the Clerk under devolved
None Undertaken

16/18.3 To note the decisions of the statutory planning authority with regards to recent applications:

7/2017/4095 Land to be developed Adjacent to the boathouse, Silecroft
Alterations to access to boathouse, installing fencing, replace road surface, install amphibian and reptile exclusion fencing
REFUSED

17/18 FINANCIAL RECORDS

17/18.1 The following payments were approved:

VE Falconer	Internal audit	£ 70.00
Millom wo PC	Reimbursement for Clerks course	£ 23.34
CALC	Subscription	£165.00
Waterplus	Water bill – toilets	£ 78.00
Playdale	Line Painting	£744.00

This was approved but payment to be held until matter resolved (see item 13/18 above)

J Hillier	Toilet cleaning April	£222.00
KMC Grafix	Playground signs	£ 30.00

17/18.2 To note the receipt of payments

Precept	£15300.00
South Copeland Partnership	£ 500.00

The Clerk reported that during the internal audit it was found that a payment of £500 had been paid in error to Millom without Parish Council, which was thought to have been received from South Copeland Parish Council. No such payment had been received in the financial year 2017/18 and the above payment was to correct that error.

17/18.3 To receive and note the **bank reconciliation** statement

None received

17/18.4 To consider the **Budget Comparison Report** as at 30 April 2018 and determine action need to address deviations from the budget.

None required

17/18.5 To agree the Schedule of Assets

The Schedule of Assets had been previously circulated to Councilors and it was agreed that this was a true record.

17/18.6 To receive and note the accounts for the year ending 31 March 2018 have been submitted and approved by the internal auditor and that they are a true and correct record

Proposed by Cllr Fell, Seconded by Cllr Bradley that the audited accounts be accepted as a true record. The Account for the external audit was signed by the Chair.

17/18.7 To determine that the Parish Council has met the qualifying criteria to certify them as exempt from a limited assurance review.

The Councilors agreed that the Parish Council complied with all elements and resolved to certify them as exempt from a limited assurance review.

18/18 PARISH MATTERS

18/18.6 Proposed ward boundary changes within Copeland BC

Cllr Hitchen requested of the Chair that Agenda item 11.6 on the Agenda be discussed as he had to leave. The Chair agreed, Cllr Hitchen was seeking support from the Parish Council to prevent the split of Drigg & Carleton Parish Council into 2 wards and that it should remain in the Seascale ward. The Parish Council agreed to support this,

18/18.1 Silecroft Beach Front and Toilets

The Clerk reported that a draft application for funds from Copeland Community fund had been undertaken. This had been circulated to all councilors prior to the meeting. It was resolved to submit the application.

18/18.2 Car park issues

The Clerk to chase Ghyll Scaur Quarry regarding the stone. Beckside to be approached to quote for the sipping up and relaying of the car park once the stone arrives. It was suggested that a contingency fund may be required for the car park.

18/18.3 Pop-up Cafe

The Parish Council are committed to supporting the project. The CIC are seeking ideas for a permanent café and will be launching this at the Copeland for a Day that is being planned. A date to be arranged. It was suggested that a competition be arranged for children attending to design litter signs that could be placed around the Parish to encourage people to dispose of litter responsibly. It was noted that parking in lay – byes had increased since Sellafield had changed their parking policy and the amount of litter had also increased. The Clerk to investigate the installation of additional bins on lay-byes and also to write to Sellafield.

18/18.4 Donation Box – Silecroft car park

Cllr Sharp to meet with James Luke as to best location for donation box and discuss what physically can be undertaken and obtain a quotation.

18/18.5 Re-planting of war memorial site

The Clerk to contact the grass contractor to ask that they do not mow down the daffodils until they have died back. It was suggested that additional kerbing be placed around the war memorial approx. 1 meter away and that the daffodils and plants be planted within this area and top with stone.

The Clerk to chase up regarding the re-lettering of the war memorial.

18/18.6 Data Protection

A draft Data Protection Policy and a Website Privacy Policy had been previously circulated amongst councilors. It was Proposed by Cllr Fell and Seconded by Cllr Cumming to accept the policies as presented. The Clerk to ensure that they are placed on the website.

18/18.7 Notice Boards

Cllr Cumming to chase the repair to the Kirksanton notice board. The Clerk to source a replacement for Whitbeck, size to be the same as the Silecroft one.

19/18 Reports from outside bodies

The Clerk had attended a meeting of the South Copeland Partnership on behalf of the Parish Council. The new terms of reference for the Partnership and was presented to the Council. The Council agreed to accept the terms of reference.

20/18 CORRESPONDENCE All correspondence had been circulated to councilors. The following had not been circulated.

- A letter had been received from Mr Barlow requesting permission to use the Silecroft beach car park for overnight stops with his camper van. The Clerk to respond.
- A letter had been received from Ms Howard regarding tree branches possibly interfering with her telephone line. The Clerk to respond

21/18 Councilor Matters

Cllr Jopson gave her apologies for the next meeting

22/18 DATE OF NEXT MEETING – to confirm the next meeting will be Wednesday 6th June 2018 commencing at 7.30pm in **Kirksanton Village Hall**.

There being no further business the meeting closed at 22.25

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