

**Holme Low Parish Council**  
**Minutes of the annual meeting held on Tuesday 9 May 2017 at 7.30pm at Silloth Community Hall**

**Present:** Cllr. J. Graham (JG)

**Councillors**

Cllrs. D. Findlay (DF), M. Wright (MW), A. Sowden (AS), M. Pearson (MP) & N. Dainton (ND).

Also present: Wendy Jameson – Parish Clerk (WEJ) & Cllr. John Cook.

1.	<b>Election of Chairman of the Council</b> Cllr. J. Graham was elected as Chairman of the Council.	
2.	<b>Chairman's Declaration of Acceptance of Office</b> Cllr. Graham signed the Declaration of Acceptance of Office.	
3.	<b>Election of Deputy Chairman of the Council</b> Cllr. D. Findlay was elected as Deputy Chairman of the Council.	
4.	<b>Apologies</b> PCSO Peter Nichol.	
5.	<b>Declaration of Interest</b> None.	
6.	<b>Exclusion of Press &amp; Public</b> None.	
7.	<b>Appointment of representatives to outside bodies</b> Longcake Education Foundation – Cllr. M. Wright. Sea Dyke Charity – Cllrs. J. Graham & D. Findlay. Hellrigg Community Fund Panel – Cllr. A. Sowden.	
8.	<b>Minutes</b> RESOLVED that the minutes of the meeting held on the 14 February 2017 be confirmed as a true record and signed by the Chairman.	
9.	<b>Matters Arising</b> Further email required to Allerdale regarding the caravan parked adjacent to Longwood.	
10.	<b>Police Report</b> PCSO Peter Nichol sent a Police Report by email.	
11.	<b>Cheque Signatories</b> RESOLVED that Cllrs. J. Graham, M. Wright and D. Findlay continue as cheque signatories.	
12.	<b>Annual Subscriptions</b> The Parish Council agreed to renew the Annual subscription to CALC for 2016/17 of £132.60.	
13.	<b>Requests for financial assistance</b> Cumbria Dyslexia – Holme Low is a small parish and it was agreed not to provide any funding.	
14.	<b>Payment of Accounts</b> Cheque payments to 9 May 2017 were approved for payment by the Parish Council.	

15.	<p><b>Accounts for the Year Ended 31 March 2017</b>  CTRS Grant of £188.08 plus £1,822.92 Precept = £2,000. Hedge cutting is more this year as more hedges were cut this year compared to other years. Accounts for the Year Ended 31 March 2017 were approved by the Parish Council and the Chairman was authorised to sign the Statement of Accounts and the Annual Governance statement to the Annual Return for the Year Ended 31 March 2017.</p>	
16.	<p><b>Review of effectiveness of the internal audit</b>  The Parish Council reviewed the effectiveness of the internal audit and is satisfied with the current system, whereby Mr Thackeray carries out the annual internal audit on behalf of the Parish Council.</p>	
17.	<p><b>Annual review of risk assessments</b>  The Clerk had produced a risk assessment and management report which was reviewed by the Parish Council. The risk assessment report was agreed by the Parish Council.</p>	
18.	<p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>a) Clerks &amp; Councils Direct – March 2017.</li> <li>b) Healthcare for the Future – Update – 6 January 2017 Newsletter #9.</li> <li>c) Healthcare for the Future – Update – 2 March 2017 Newsletter #10.</li> <li>d) CALC Circular – March 2017.</li> <li>e) Healthcare for the Future: Update – 31 March 2017 Newsletter #11.</li> <li>f) Cumbria Local Enterprise Partnership – News Spring 2017.</li> <li>g) CALC Circular – April 2017.</li> <li>h) CALC – re: Parish locality meetings: Allerdale Local Plan (Part 2) and Locality Area Profiles. List of dates for the locality meetings in Allerdale to discuss the Local Plan.</li> <li>i) Environment Agency – Water level management in the Waver Wampool – Email advising of an extension to the notice period for ceasing of the four land drainage pumping stations, from 31 March 2017 to 31 October 2018.</li> <li>j) Local Government Boundary Commission – Electoral Review of Allerdale: Draft Recommendations. Draft recommendations on the future electoral arrangements for Allerdale Borough Council have been published. Consultation closes on 3 April 2017.</li> <li>k) Allerdale Borough Council – Copy of the briefing note re: Community Led Housing Fund.</li> <li>l) CALC – Information from Cumbria’s Police &amp; Crime Commissioner regarding his Property Fund. Local communities can apply for up to £2500 to support local initiatives that link to the Police and Crime Plan.</li> <li>m) CALC – Draft note from the January 2017 three tier meeting. The next meeting will take place after the County Council elections on 11 May 2017.</li> <li>n) Allerdale Borough Council – re: Rest Room Silloth Building at Cemetery – Copy of a building survey completed by Property Services section.</li> <li>o) Allerdale Borough Council – re: Whinclose, Seaville. Compliance officer will visit the site regarding the number of caravans on site which do not appear to have planning permission.</li> <li>p) Allerdale Borough Council – Re: Erection of 6 static caravans on site being used as dwelling houses at Whinclose, Seaville. Letter to confirm receipt of enquiry. A lot of unfamiliar vehicles are often seen coming and going. Further email to be sent to Allerdale to ask for an update.</li> <li>q) ACTion with Communities in Cumbria – Community Resilience Support.</li> <li>r) Houses of Parliament – Information about UK Parliament Week which takes place between 13-19 November.</li> <li>s) Healthcare for the Future Implications Summit – 20 March at ENERGUS, Blackwood Road, Lillyhall Industrial Estate, Workington at 9.30am</li> <li>t) Press Release re: New boundaries for Clinical Commissioning Groups (CCGs) in North</li> </ul>	

	<p>Lancashire and Cumbria are confirmed for 2017.</p> <ul style="list-style-type: none"> <li>u) NALC – Report regarding the extent to which the voluntary sector has been involved in devolution.</li> <li>v) CALC – Re: Compliance with the Transparency code for smaller authorities. Reminder of what information needs to be included on the Parish Council’s website.</li> <li>w) Cumbria County Council – Connecting Cumbria poster.</li> <li>x) NALC – Re: Parish Precepts. Email from the new NALC Chairman Cllr. Sue Baxter.</li> <li>y) Consultation on the draft Cumbria Minerals and Waste Local Plan Main Modifications and Sustainability Appraisal Update. Representations by 5 May 2017. Documents can be viewed at: <a href="http://www.cumbria.gov.uk/planning-environment/policy/minerals_waste/MWLP/MainMods.asp">http://www.cumbria.gov.uk/planning-environment/policy/minerals_waste/MWLP/MainMods.asp</a></li> <li>z) Cumbria County Council – Details of the changes to the service 60E timetable from 6 May 2017.</li> <li>aa) Hopes Auctioneers – Letting of Grassland. Letter to confirm that Colt Park Field has been let to W Morgan, the Retrieved, Silloth.</li> <li>bb) CALC – Revised NALC Legal Topic Notes.</li> <li>cc) CALC – Invitation to Flood Recovery Debrief workshop 27 April 2017.</li> <li>dd) Community Emergency Response Team – Post Traumatic Disorder Leaflet guidance for help.</li> <li>ee) CALC – Update from Rick Petechi on the last Cumbria Leaders Board meeting on 17 March.</li> <li>ff) CALC – Re: CLB Strategy for industry paper. Link to the consultation on the Government’s current industrial strategy.</li> <li>gg) CALC – 2017 edition of The Good Councillor Guide is being published.</li> <li>hh) CALC – re: Launch of Cumbria County Council’s new Highways website and their Highways Information Management System (HIMS). <a href="http://www.cumbria.gov.uk/communications/reportafault.asp">http://www.cumbria.gov.uk/communications/reportafault.asp</a></li> <li>ii) CALC – Updated version of Governance and Accountability for Smaller Authorities in England and letter from NALC explaining the changes.</li> <li>jj) CALC – Allerdale 3 tier meeting will be held on Thursday 11<sup>th</sup> May 2017 at Allhallows Community Hall in Fletchertown at 7.00pm.</li> <li>kk) Plantlife (the nation’s wild plant conservation group) – Consultation is being carried out with people living and working in the Lake District.</li> <li>ll) Local Government Association – A short guide to publicity during the pre-election period.</li> <li>mm) NALC – Chief Executive’s Bulletin 16 – 28 April 2017.</li> <li>nn) Request for support from Paul Barnes, Farmers Flood Group. Letter of support to be sent. The Environment Agency has extended the maintenance of the pumps but discussions are taking place amongst farmers.</li> <li>oo) Diocesan Mission &amp; Pastoral Committee – Re: Church of Causewayhead St Paul. Copy of the proposals for a declaration of closure for regular public worship. A decision will be made in May regarding the future of the church.</li> <li>pp) Email from Vic Barnes asking why the street lights have not been replaced at Barracks Bridge. Barracks Bridge is a residential area and within the 30mph limit and therefore it was questioned why the lights have not been replaced. Matter to be taken up with Cumbria Highways. Copy Cllr. Cook into the email. Reply to be sent to Vic Barnes also.</li> </ul>	
19.	<p><b>Planning Applications</b>  <b>Allerdale Borough Council</b> approved the following:-  <b>Ref No:</b> 2/2016/0727 <b>Proposal:</b> Outline planning application for 5 dwellings (with layout and scale to be considered at the outline stage) <b>Location:</b> Land at Blitterlees, Silloth <b>Applicant:</b> Mr A Markley</p>	

20.	<b>Reports from Representatives on Outside Bodies</b> Longcake Education Foundation – Meeting is next month. Sea Dyke Charity – Next meeting is in June/July.	
21.	<b>County Council Report</b> No report.	
22.	<b>Parish Plan</b> Nothing to report.	
23.	<b>Reports from Councillors</b> Hedge around the sign at Terry Connors at Blackdyke has been cut back. St Paul's church at Causewayhead would meet the HLF criteria for funding but will need to wait to see what the church diocese are going to do with the building.	
24.	<b>Chairman's Announcement</b> The Chairman thanked everyone for coming to the meeting and thanked the Clerk for all the work she has done. He also thanked everyone for proposing him as Chairman for another year.	
25.	<b>Date of next meeting</b> Parish Council meeting - Tuesday 8 August 2017 at 7.30pm in Silloth Community Hall.	

Signed..... Date.....