

**Minutes of the Annual Meeting of Holme Low Parish Council**  
**Held on Tuesday 14 May 2013**

**Present:-** Cllrs. J. Graham, M. Wright, A. Sowden, M. Pearson, N. Dainton and D. Findlay. Also Wendy Jameson (Parish Clerk).

1. **Election of Chairman of the Council**  
Cllr. J. Graham was elected as Chairman of the Council.
2. **Chairman's Declaration of Acceptance of Office**  
Cllr. Graham signed the Declaration of Acceptance of Office.
3. **Apologies**  
None.
4. **Declaration of Interest**  
None.
5. **Exclusion of Press & Public**  
None.
6. **Election of Deputy Chairman of the Council**  
Cllr. D. Findlay was elected as Deputy Chairman of the Council.
7. **Appointment representatives on outside bodies**  
Longcake Education Foundation - Cllr. M. Wright.  
Sea Dyke Charity - Cllrs. J. Graham, D. Findlay & M. Pearson.  
Neighbourhood Forum - Cllrs, M. Wright & J. Graham.  
Hellrigg Community Fund Panel - Cllr. A. Sowden.
8. **Minutes**  
The minutes of the Parish Council meetings held on 19 February & 30 April 2013 were approved by the Parish Council and signed by the Chairman as a true record.
9. **Matters Arising**  
None.
10. **Police Report**  
No report.
11. **Cheque Signatories**  
It was agreed that Cllrs. J. Graham, M. Wright & D. Findlay continue as cheque signatories.
12. **Payment of Annual Subscriptions**  
The Parish Council considered the following:-

- a) Cumbria Playing Fields Association - affiliation fees of £20.00. Agreed.
- b) CALC Annual subscription 2012/13 for £123.50. Agreed.

**13. Requests for financial assistance**

There were no requests for financial assistance.

**14. Payment of Accounts**

Cheque payments to 14 May 2013 were approved for payment by the Parish Council.

**15. Accounts for the Year Ended 31 March 2013**

Accounts for the Year Ended 31 March 2013 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 2013.

**16. Review the effectiveness of the internal audit**

The Parish Council reviewed the effectiveness of the internal audit and are satisfied with the current system, whereby Mr Brian Thackeray carries out the annual audit on behalf of the Parish Council.

**17. Annual review of risk assessments**

The Clerk had produced a risk assessment and management report which was reviewed by the Parish Council. It was agreed to register with the Information Commissioners Office for Data Protection Act at a cost of £35. The deeds/documentation relating to the Parish field are safely stored by the Chairman. John to bring them to the next Council meeting. The risk assessment report was agreed by the Parish Council.

**18. Correspondence**

- a) CALC Circular – March 2013.
- b) Clerks & Councils Direct – March 2013.
- c) BDO – Audit Briefing 2013.
- d) CALC Circular – April 2013.
- e) University of Cumbria – Whole Valley Planning Tool Kit.
- f) Making Cumbria an even safer place - A Police and Crime Plan for Cumbria 2013-2017
- g) Cumbria County Council – Go Cumbria Bus Timetable Guide – 25 March to 3 November 2013.
- h) Clerks & Councils Direct – May 2013.
- i) CALC Circular – May 2013.
- j) Allerdale Borough Council – re: Scaffold at the Windmill. Email received from Cumbria Highways to say they are still pursuing the matter.
- k) CALC – MRWS Update. CCC's decision was 'called-in' for review by Scrutiny. Review took place and Scrutiny decided not to refer the decision back to Cabinet. Therefore the County Council Cabinet's original decision to say "no" stands.
- l) Spinal Injuries Association – Information about the Great British Fish & Chip



Supper on Friday 17 May 2013.

- m) Cumbria Highways – Potholes in the windmill area are to be repaired soon. Details required on location of the Retrieved – landowner will be contacted to ask him to cut back any hedges overgrowing on highway land. Sign on road to windmill was re-instated by a different department and will be taken down. Road will need a traffic order to change the priorities.
- n) Solway Coast AONB – Joint Advisory Committee – Minutes of a meeting held on 14 December 2012.
- o) The Historic Counties Trust – Letter of thanks for the support in getting a flag officially registered for the historic and beautiful county of Cumberland.
- p) Northern Gas Networks – Invitation to Stakeholder workshop with lunch at the Royal York Hotel on 26 March from 9.15am.
- q) British Red Cross – Letter of thanks for the donation of £30.00.
- r) Hopes Auction Co Ltd – Catalogue of Stints and grass lettings for the season 2013.
- s) Allerdale Borough Council – re: Footway lighting. Due to a new policy by Energy North West (ENW) regarding pole mounted lighting units, Allerdale are no longer allowed to attach any new lighting units to their poles. When poles are replaced this may result in the loss of lighting units.
- t) Cumbria County Council – Wildlife & Countryside Act 1981 – Legal event modification order no 3 – January 2000 to 31 March 2009. Order consolidates all legal events affecting public rights of way and enables the County Council to amend its Definitive Map and Statement of Rights of Way.
- u) CALC – Allerdale District - General Meeting on 26<sup>th</sup> March 2013 at Bothel Village Hall at 7.00pm
- v) Cumbria Community Foundation – Jennings Rivers Ride 15 September 2013 – Fitz Park, Keswick.
- w) Cumbria County Council – Confirmation that Local Committee for Allerdale have agreed a Local Revenue Scheme Grant up to a maximum of £450 towards the cost of printing the Parish Plan.
- x) Allerdale Borough Council – Strategic Housing Land Availability Assessment Final Report March 2013. The Final Report, the associated 'Discarded Sites' document etc are available to view on the Council's website at [www.allerdale.gov.uk/shlaa](http://www.allerdale.gov.uk/shlaa).
- y) Hopes Auction Co Ltd – Confirmation that the Parish field was let to JL Morgan, 12 Holliday Crescent, Silloth for £320. Cheque to follow.
- z) Cumbria County Council – Letter enclosing a cheque for £450 from the Local Committee for Allerdale towards the cost of printing the Parish Plan.
- aa) Cumbria Highways – Sign at Windmill Road will be taken down and another one has been ordered to match up with Causewayhead end. Wolsty sign will be reinstated when specialist clips arrive.
- bb) Allerdale Borough Council – Dog fouling. Matter has been reported to Environmental Wardens who will investigate further and contact us.
- cc) Allerdale Borough Council – re: Draft Markets Policy. Email from Joe Broomfield asking for comments on the policy by 1 July 2013. The market on the Airfield which is privately operated is getting quiet, with fewer traders and customers.



The Council had no comments to make regarding the Markets Policy.  
 dd) Allerdale Local Plan (Part 1) - Pre-submission draft consultation commences on 3 May. Plan can be seen at [www.allerdale.gov.uk/localplan](http://www.allerdale.gov.uk/localplan). Comments must be received by 18 June 2013. No comments.  
 ee) Cumbria Rural Housing Trust - request for information on locally owned charitable homes in the parish. None in the Parish.

**19. Planning Applications**

The **Parish Council** have approved the following:-

**Ref No:** 2/2013/0215 **Proposal:** Roof over existing silage pit and clad sides

**Location:** The Close, Beckfoot, Silloth **Applicant:** Mr Kevin Fisher

**Allerdale Borough Council** have approved the following:-

**Ref No:** 2/2013/0080 **Proposal:** Single storey side and rear extension to replace existing extensions **Location:** Wath Head, Silloth **Applicant:** Mr Stephen Fysh

**Ref No:** 2/2012/0206 **Proposal:** Variation of conditions 1 & 3 of planning approval 2/2011/0853 to amend the landscaping **Location:** Dryholme Farm, Silloth

**Applicant:** Montgomerie Feeds LLP.

**Ref No:** 2/2013/0215 **Proposal:** Roof over existing silage pit and clad sides

**Location:** The Close, Beckfoot, Silloth **Applicant:** Mr Kevin Fisher

**20. Reports from Representatives on Outside Bodies**

**Sea Dyke Charity** – There are plans to make a children's play area at the Recreation ground in Abbeytown but strong objections have come in due to where it is situated. A drain is to be altered at the farm. £500 each were given to the churches in Holme Low but not St. Cuthberts, as they had received funding towards their heating at a previous meeting. The Convalescent Home were also given £1000.

**Neighbourhood Forum** – The following grants were given out:-

Solway Arts Society - events in Blencogo	£300.00
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Solway Arts Society - events in Silloth.	£300 00
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Age UK West Cumbria - Nia, fusion fitness group funding for Silloth	£300.00
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Abbeytown Assembly Rooms - towards purchasing new tables.	£500.00
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STAG - towards purchasing marquee for community events.	£914.66
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Silloth Christmas Lights Committee - towards replacing old bulbs	£500.00
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The Parish Council were also given £450 by Cllr. Markley towards the printing of the Parish Plan from his own allocation of funding.

**Longcake Education Foundation** - No meeting.

**21. County Council Report**

No report.

**22. Parish Plan**

No update. The Clerk had obtained various prices for a new notice board. After some discussion on possible locations and the type of notice board required, it was agreed that an aluminium, post mounted notice board be purchased from the

Noticeboard company at a cost of £344 which is to be sited near to the entrance to the Parish field. Parish Clerk to contact Allerdale Borough Council to enquire whether planning permission would be required. It was questioned whether a notice board at Seaville is needed - to be considered at a later date.

**23. Reports from Councillors**

The 7.5T weight restriction for West Causewayhead Lane is coming up for discussion again. Another 'advisory' sign at the other end of the lane would make no difference. Most of the responses to the parish plan asked for action to be taken with regard to the HGV's etc using that road. Vehicles are very close to the edge of the beck and there are a lot of heavy wagons using the road. Strongly worded letter to be sent to Cllr. Tony Markley and Dave Harrison at Cumbria Highways. Holme Low Parish web site needs mentioned in the Solway Buzz.

**24. Chairman's Announcements**

The Chairman thanked everyone for coming to the meeting and also thanked the Clerk for the work done.

**25. Date of next meeting**

Parish Council meeting - Tues 13 August 2013 at 7.30pm in Silloth Community Hall.

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