

**Holme Low Parish Council**

**Minutes of the annual meeting held on Monday 13 May 2014 at 7.30pm at Silloth Community Hall**

**Present**

Cllr. J. Graham (JG) – Chairman

**Councillors**

M. Wright (MW)                      A. Sowden (AS)

N. Dainton (ND)                      D. Findlay (DF)

Also present: Wendy Jameson – Town Clerk (WEJ).

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>Apologies</b> Cllr. M. Pearson.	
4.	<b>Declarations of Interest</b> None.	
5.	<b>Exclusion of Press &amp; Public</b> None.	
6.	<b>Election of Deputy Chairman of the Council</b> Cllr. D. Findlay was elected as Deputy Chairman of the Council.	
7.	<b>Appointment of representatives to outside bodies</b> 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.	<b>Minutes</b> The minutes of the meeting held on 11 February 2014 were approved by the Parish Council and signed by the Chairman as a true record.	
9.	<b>Matters Arising</b> None.	
10.	<b>Police Report</b> Police Newsletter was received by email.	
11.	<b>Cheque Signatories</b> It was agreed 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 for CALC for 2014/15 of £126.00.	
13.	<b>Requests for financial assistance</b> After some consideration, it was agreed that a donation of £20 be sent to the Toma Fund for the "Some time of our own appeal" which is to raise money to purchase and run a caravan, for families who have children suffering from cancer, to use for short breaks.	<b>WEJ</b>
14.	<b>Payment of Accounts</b>	

	Cheque payments to 13 May 2014 were approved for payment by the Parish Council.	
<b>15.</b>	<p><b>Accounts for the Year Ended 31 March 2014</b></p> <p>Accounts for the Year Ended 31 March 2014 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 2014.</p>	
<b>16.</b>	<p><b>Review the effectiveness of the internal audit</b></p> <p>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>	
<b>17.</b>	<p><b>Annual review of risk assessments</b></p> <p>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>	
<b>18.</b>	<p><b>Correspondence</b></p> <p>a) AONB News – February 2014 – e-news from the NAAONB – Edition 58</p> <p>b) CALC Circular – March 2014.</p> <p>c) Clerks &amp; Councils Direct – March 2014.</p> <p>d) ACT Gazette – Issue 17 – Spring 2014.</p> <p>e) CALC Circular – April 2014.</p> <p>f) Solway Firth Partnership – Copies of the ‘Invasive Non-Native Species’ in the Solway Identification Guide and ‘Making the most of the Coast’ project publications.</p> <p>g) Cumbria County Council – Go Cumbria Bus Timetable and Travel Guide – Summer 2014.</p> <p>h) Tidelines – Newsletter of the Solway Firth Partnership – Issue 40 Spring/Summer 2014.</p> <p>i) Clerks &amp; Councils Direct – May 2014.</p> <p>j) CALC Circular – May 2014.</p> <p>k) CALC – Information about and copy of the Government Response to Consultation ‘Code of Recommended Practice for Local Authorities on Data Transparency’ which will apply to Councils with an annual income and expenditure over £200,000.</p> <p>l) Allerdale Borough Council – Planning Peer Challenge to assess the planning service. Workshop to be held 26 February at Allerdale House.</p> <p>m) NALC – Updated advice note (LTN 79) on Staff Pensions for local council employees.</p> <p>n) NALC – Update from NALC concerning the removal of the two signature rule and the need to adopt new financial regulations once the Minister confirms the making of the Order</p> <p>o) Community Speed Watch – Flyer providing details about the speedwatch scheme.</p> <p>p) Cumbria County Council – Proposed zebra crossing in Aspatria consultation at Richmond Hill School on 27 February at 6.30-7.30pm</p> <p>q) Allerdale Borough Council – re: Coastal Erosion. Email to acknowledge receipt of the Council’s letter. Mr Faulkner has been asked to respond to the letter.</p> <p>r) Allerdale Borough Council – re: Allerdale Local Plan (Part 1) – Main modifications. Documents can be viewed at <a href="http://www.allerdale.gov.uk/localplanexamination">www.allerdale.gov.uk/localplanexamination</a> .</p> <p>s) CALC – re: Grit Bins. Information about the provision of grit bins and cost of replenishing the supply of grit etc.</p> <p>t) Cumbria Rural Housing Trust – Information about the changes in staff structure.</p> <p>u) CALC – Draft regulations on The Openness of Local Government Bodies Regulations 2014.</p> <p>v) North West Allerdale Neighbourhood Forum meeting on 4 March 2014 at Silloth Primary School 7pm – 9pm</p> <p>w) ACTION with Communities in Cumbria – Solway Tourism Development Event – 12 March 2014 12.15pm to 3.00pm at Culterham Village Hall, Mawbray.</p> <p>x) CALC – GDF Consultation Responses can be accessed at <a href="https://www.gov.uk/government/consultations/geological-disposal-facility-siting-process-review">https://www.gov.uk/government/consultations/geological-disposal-facility-siting-process-review</a></p>	

- y) CALC Allerdale District – Agenda for meeting on 13 March 2014 at Cockermouth Town Hall and Minutes of the meeting held on 12 December 2013 at Village Hall Bothel.
- z) CALC – re: Allerdale’s Budget Proposals 2014/15 – Copy of the reply from Allerdale in response to representations made by Geoff Smith, on CALC’s behalf.
- aa) NALC Briefing – repeal of S150 (5) of the LOGA 1972 – Minister has made the necessary order to repeal the statutory requirement for payments to be made by cheque signed by two members. To take advantage of this the Council would need to adopt new Financial Regulations.
- bb) CALC – Council tax support grant needs to be accounted for separately from the Council’s precept.
- cc) NALC Briefing – re: Electronic Payments to HMRC (England & Wales).
- dd) CALC – External Audit & Data Transparency Consultation – Comments requested by 9 May 2014. Clerk sent a response to the consultation.
- ee) Hopes Auctioneers – Catalogue for the Letting of Stints and Grassland which is to be held on 26 March at Greenhill Hotel, Wigton.
- ff) Email from Chris Broadbent, CRSP Road Safety Coordinator seeking information about the location and condition of SID’s it owns and advise if the Parish Council owns one. Clerk sent a response.
- gg) Commissioner’s Community Fund – Information about the funding which has recently been awarded. Details of how to apply can be found at [www.cumbria-pcc.gov.uk](http://www.cumbria-pcc.gov.uk)
- hh) Hopes Auctioneers – Field was let to Messrs Morgan, Retrieved, Silloth for £220.
- ii) Citizens Advice Allerdale – Letter to acknowledge receipt of the cheque for £30.
- jj) Cumbria Playing Fields Association – Letter to advise that the Executive Committee of the Cumbria Playing Fields Association have decided to formally dissolve the Association at the end of the current financial year. Active Cumbria will pick up all functions regarding advice on grant funding, playing fields specification etc.
- kk) Mark Group – Information about Free Cavity and wall insulation for homes in the parish.
- ll) NHS – Cumbria Clinical Commissioning Group – Currently developing a far reaching five year plan to transform health services and is running an engagement exercise. Various events are to be held with dates for Maryport and Wigton to be arranged.
- mm) Cumbria Highways – re: Wolsty Sign – someone from maintenance department will be going out to look at it and get it repaired as soon as possible.
- nn) Cumbria Highways – re: East Causewayhead sign. Reference 12/1211896. The sign has still not been replaced. Clerk to follow up with another email.
- oo) Cumbria Highways – re: Road to Seaville. Reference 12/1211924.
- pp) Cumbria Highways – re: Barracks Bridge. Reference 12/1211927.
- qq) CALC Allerdale District – Minutes of a General meeting held on 13 March 2014 at the Town Hall, Cockermouth.
- rr) Data Protection – Email to confirm receipt of payment and confirmation of renewal.
- ss) CALC – Information about free training and support for people who care for places of worship which is being run by the Society for the Protection of Ancient Buildings.
- tt) Allerdale Borough Council – re: Coastal erosion. Letter from Mike Faulkner in response to the Town Council’s letter with an update on the damage sustained. If there are any specific areas of concern Mr Faulkner will investigate further.
- uu) Overview & Scrutiny Footway Lighting Review – Information requested on the provision of footway lighting. Responses requested by 16 May 2014. There are three lights within the parish which are sited on electricity poles and located at a) Calvo, b) Maralinga, Causewayhead and c) The Crossings, Causewayhead. Clerk to send a response to the email.
- vv) Suncredit – Currently investigating the possibility of installing solar panels on sites at Seaville and Dryholme and keen to meet with local stakeholders. Some people think the solar panels would dazzle motorists. Solar power is more efficient than wind turbines, are maintenance free and land underneath them can still be used. The Parish Council are keen to obtain further information and it was agreed to invite someone from Suncredit to the next Council meeting.

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<p>19.</p>	<p><b>Planning Applications</b>  <b>Sustainable Energy Systems Ltd</b> are seeking the Council's comments on the following proposed planning application:-  <b>Proposal:</b> Proposed installation of single small scale 11kW wind turbines with a hub height of 18m <b>Location:</b> West House Farm, Pelutho, Wigton. The Parish Council have objected to every other planning application for wind turbines. Letter to be sent to object to the proposal.</p> <p>The <b>Parish Council</b> approved the following:-  <b>Ref No:</b> 2/2014/0055 <b>Proposed development:</b> Proposed shed to house agricultural machinery <b>Location:</b> Roddings House, Greenrow, Silloth <b>Applicant:</b> Mr Eric Stanwix  <b>Ref No:</b> 2/2014/0112 <b>Proposed development:</b> Erection of biomass boiler building associated with existing broiler buildings with hard standing area in front of existing broiler building (retrospective) <b>Location:</b> Balladoyle Farm, Silloth <b>Applicant:</b> Mr G Whitfield  <b>Ref No:</b> 2/2014/0115 <b>Proposed development:</b> Proposed shed to house biomass boiler <b>Location:</b> Middle Farm, Silloth <b>Applicant:</b> Mr Mike Pearson  <b>Ref No:</b> 2/2014/0115 <b>Proposed development:</b> Proposed sheds to house biomass boilers and 1 Collinson cake tower <b>Location:</b> Middle Farm, Silloth <b>Applicant:</b> Mr Mike Pearson  <b>Ref No:</b> 2/2014/0170 <b>Proposed development:</b> Demolition of outbuildings and erection of extension to form annex (resubmission to 2/2014/0002) <b>Location:</b> Hayrigg Farm, Silloth <b>Applicant:</b> Mr P Sharp  <b>Ref No:</b> 2/2014/0201 <b>Proposed development:</b> Remove existing cubicle shed roof and raise height by 2m <b>Location:</b> Cow Lane, Silloth <b>Applicant:</b> Mr Steven Osborn AW &amp; I Osborn</p> <p><b>Allerdale Borough Council</b> approved the following:-  <b>Ref No:</b> 2/2014/0112 <b>Proposed development:</b> Erection of biomass boiler building associated with existing broiler buildings with hard standing area in front of existing broiler building (retrospective) <b>Location:</b> Balladoyle Farm, Silloth <b>Applicant:</b> Mr G Whitfield  <b>Plan No:</b> 2/2014/0115 <b>Proposal:</b> Proposed sheds to house biomass boilers and 1 Collinson cake tower <b>Location:</b> Middle Farm, Silloth <b>Applicant:</b> Mr Mike Pearson</p> <p><b>Allerdale Borough Council</b> refused the following:-  <b>Ref No:</b> 2/2014/0002 <b>Proposal:</b> Demolition of building and extension to dwelling to form annex. <b>Location:</b> Hayrigg Farm, Pelutho, Silloth <b>Applicant:</b> Mr Paul Sharp</p> <p>Notification by <b>Allerdale Borough Council</b> that an appeal has been made against the planning refusal for the application: Erection of single turbine with a height of up to 60m and a tip height of up to 86.5m with associated infrastructure works. <b>Ref No:</b> 2/2013/0705 <b>Location:</b> Kelsick House Farm, Kelsick, Abbeytown <b>Appeal by:</b> Mr Malcolm Dockery</p> <p>Notification by <b>Cumbria County Council</b> that the following application was withdrawn:-  <b>Ref No:</b> 2/14/9001 <b>Proposal:</b> Application for lawful development certificate for an existing use, principally the storage, recycling, and transfer of inert waste materials e.g. soil, bricks, gravel, demolition arisings for DA Harrison <b>Location:</b> The Old Airfield, Silloth</p> <p>Harrison's have been installing biomass boilers at a number of their sites on Silloth Airfield although there have been no applications for planning permission seen. Letter to be sent to the planning department.</p>	<p>WEJ</p> <p>WEJ</p>
<p>20.</p>	<p><b>Reports from Representatives on Outside Bodies</b>  <b>Longcake Education Foundation</b> – A meeting was held on 13 February but Cllr. Wright was unable to attend. Grants of £100 each were given to three Sunday schools and grants of £275 each given to four day schools.  <b>North West Allerdale Forum</b> – A meeting was held on 4 March at which the following grants were given:- Allerby play park - £751. Silloth Tots and Toddlers - £350. Mawbray Play Park - £300. STAG - £1250. Christ Church with St Paul's PCC - £390. Holme St Cuthberts</p>	

	<p>Community Group - £200. Silloth Vintage Rally - £590.</p> <p><b>Sea Dyke Charity</b> – Repairs have been done to the roof at Swinsty Farm and quotes received for new windows with the job allocated to Jim Scott. The gable end has had to be plastered, as it was letting water into the house, at a cost of £3000. There is an ongoing situation regarding the tenants. Land agent from H&amp;H gave a talk at the last meeting, on farm tenancies.</p>	
21.	<p><b>County Council Report</b></p> <p>No report.</p>	
22.	<p><b>Parish Plan</b></p> <p><b>Review 2014</b> - Cllr. Wright put together a review of the Parish Plan, as very little was covered at the Parish meeting at Tanglewood. There is a real problem with flooding on the Wolsty road with the problem being due to drainage in the fields. CCC say there is no money to do work to the roads.</p> <p><b>Holme St Cuthberts Community Group</b> – The group have raised enough money to purchase a defibrillator which is to be installed at Holme St Cuthbert’s school. There is a meeting on 2 June at Cowgate. A first aid course is to be arranged. Various events have been organised:- 27 May – Child and family poetry day. 7 June – litter pick and family picnic. 4 July – 12-16 year olds event being organised. Anyone from Holme Low Parish can go to the organised events. Guided walks are to be done in both parishes towards the end of August.</p>	
23.	<p><b>Reports from Councillors</b></p> <p>Mr Storr’s trailer at Seaville has been moved. Mike at Tanglewood has mentioned to residents about the problem of dog fouling and people are starting to pick up after their dogs. Grass has been cut at the seat at the Pond. Both seats need treated which will be done when the weather permits. Concerns were expressed about the recent accident where a wagon had gone into the ditch at Causewayhead, just after the garden centre. There needs to be some sort of barrier right along the road, something more secure and the road side built back up. Letter to be sent to Cumbria Highways.</p>	WEJ
24.	<p><b>Chairman’s Announcements</b></p> <p>The Chairman thanked everyone for coming and also thanked the Clerk. He hoped everyone continues to attend all the respective meetings they are on.</p>	
25.	<p><b>Date of next meeting</b></p> <p>Parish Council meeting – Tuesday 12 August 2014 at 7.30pm in Silloth Community Hall.</p>	

Signed.....

Date.....