

HOLME LOW PARISH COUNCIL

Parish Clerk: Wendy Jameson FMAAT,
5 Burnswark Terrace, Solway Street, Silloth, Cumbria, CA7 4EF
Tel: 016973 31128 Mob: 0777 5686857 Email: parishclerk@holmelow-pc.org.uk
Web: www.holmelow-pc.org.uk

8 November 2017

Dear Councillor

You are summoned to attend the Annual meeting of Holme Low Parish Council which is to be held on Tuesday 14 November 2017 in the Community Hall, Petteril Street, Silloth commencing at 7.30pm. Please let me know if you are unable to attend.

Yours faithfully

W.E. Jameson
Clerk to the Council

1. **Apologies**
To receive and record with a reason, any apologies for absence.
2. **Declarations of Interest**
To receive declarations of members' interests in respect of items on this agenda.
3. **Exclusion of Press & Public**
To consider whether any items on the Agenda should be considered without the presence of the press and public, on the grounds of confidentiality, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 1(2).
4. **Minutes**
To approve the minutes of the meetings held on 15 August 2017, as a true record.
5. **Matters Arising**
To consider any matters arising from the minutes of the last meeting.
6. **Police Report**
To receive a report from the Police on incidents of crime since the last meeting.
7. **Financial Report**
To receive an up-to-date financial report
8. **Requests for financial assistance**
To consider any requests for financial assistance:-
 - a) Great North Air Ambulance
9. **Payment of Accounts**
To authorise the payment of Accounts.
10. **Audit for the Year Ended 31 March 2017.**

To consider the audit report from BDO LLP, following completion of the external audit.

11. **Budget 2018/19**

To consider the budget for 2018/19 and set the Precept for the coming year.

12. **Correspondence**

To receive the schedule of correspondence, notices and publications received since the last meeting and to note items marked as 'For Action' requiring action to be taken.

Magazines & Circulars

- a) CALC Circular – September 2017.
- b) Connecting Cumbria Newsletter – September 2017.
- c) Clerks & Councils Direct – September 2017.
- d) CALC – Annual Report 2017.
- e) CALC Circular – October 2017.
- f) Connecting Cumbria Newsletter – 19 October 2017.
- g) Cumbria Local Enterprise Partnership – News Autumn 2017.
- h) Tidelines – Newsletter of the Solway Firth Partnership – Issue 47 Winter 2017.
- i) Clerks & Councils Direct – November 2017.
- j) North West Coastal Access Monthly Update – October 2017.

For Information

- k) CALC – Allerdale September 2017 3 Tier Meeting – Allerdale district of CALC annual meeting will be held on 19 September at Cockermouth Town Hall at 7.00pm.
- l) Allerdale Borough Council – re: Land West of Longwood – Present owner has been confirmed through Land Registry and contacted informally for clarification on the use of the land but no response received. Next step is to serve a more formal notice.
- m) Allerdale Borough Council – re: Whinclose, Seaville. Reply received stating that the static caravans were used for agricultural workers however no response to last 2 letters regarding touring caravans therefore next step is to serve a PCN for further information.
- n) Public consultation survey from Office of the Police & Crime Commissioner and Cumbria Constabulary which closes on 31st August.
- o) NALC – Legal Briefing L03-17 - General Data Protection Regulations.
- p) Cumbria County Council's Design Guide is used to determine planning applications. Consultation closes on 4 September.
- q) Allerdale Borough Council – re: Siting of static caravans. Reply in response to request for information. Some caravans may require planning permission and some may not depending on the circumstances i.e. where they are sited and for what. Individual sites will be investigated.
- r) CCC – Information about Suicide Alertness – Living Matters Training on 7th, 13th & 18th September and 2nd October from 1pm – 4pm..
- s) CALC – Big Lottery Fund – Awards for All – Copy of letter regarding improvements in the process of applying for Big Lottery Fund grants.
- t) Cumbria County Council – re: signs. Email to confirm that CCC are trying to establish if some of their in-house teams could help with refurbishing the signs.
- u) Cumbria County Council- re: signs. Engineer, Robbie Manchester is going to arrange for the signs to be rubbed down and repainted. Unable to give a specific date or timescale but will be done this year.
- v) Information Commissioner – Confirmation that Data Protection Registration has been renewed.
- w) Allerdale Borough Council – re: Whinclose, Seaville. PCN has now been prepared and will be sent to the owner of Whinclose.
- x) CALC Allerdale 3 Tier Meeting – Agenda for meeting on 19 September at the Town Hall, Cockermouth, minutes of the meetings held on 29 September 2016 and 11 May 2017, and report by Liaison Officer to the Annual Meeting.

- y) Cumbria Minerals & Waste Local Plan (2015-2030) Adoption – Cumbria County Council has resolved to adopt the plan at the meeting of full Council on 6 September 2017.
- z) CALC – Events for communities during Cumbria Green Build Festival – 16 to 24 Sept.
- aa) CALC – Community Led Housing - Invitation to Community Led Housing in Cumbria: Launch Event on 19 October 2017, 10.30 – 14.30 at Braithwaite Institute, Braithwaite, Keswick.
- bb) BDO – re: Annual Return 31 March 2017 – For those that have crossed in the post or submitted late, BDO are not going to follow up as to whether a meeting has been held to discuss the matter. S7 letter still stands and Councils won't be able to claim exemption next year.
- cc) Invitation to the West Cumbria Bus Users Group Annual General Meeting to be held on Tuesday the 31st October 2017 at the Bradbury Independent Living Centre Workington.
- dd) CALC AGM at Carlisle Racecourse on Sat 18 November 2017 at 10.30am. Copy of the Agenda and minutes of the last meeting held on 12 November 2016.
- ee) United Utilities – Raby Cote Outfall Pipeline & Wigton Wastewater Treatment Works Projects. Meetings are to be arranged with individual landowners along the pipeline route from Wigton to Raby Cote to access arrangements. Planning application is to be submitted for the asset upgrade work to be carried out at Wigton WwTW.
- ff) CALC - draft note of the September 2017 Allerdale District of CALC AGM and 3 tier meeting.
- gg) Allerdale Borough Council – re: Barracks Bridge. Wayleave has been sorted out with Solway Holiday Village and a new lighting column will be ordered.
- hh) NALC - new legal briefing regarding fees payable to the Information Commissioner's Office when registering as a Data Controller.
- ii) Information about 'Fareshare' in Cumbria which is a food redistribution programme whereby quality, in date, surplus food is redistributed to Community Food Members (CFM's) on a weekly, monthly or annual basis.

For Action

- jj) Letter from Brian Thackeray requesting that payment of £35 for carrying out the audit be made to the local branch of the RNLI.
- kk) Royal Air Force in Bloom – Letter suggesting that one of the flower beds in the town could be used to display the Royal Air Force colours or celebrate the RAF in some way.
- ll) Cumbria Constabulary – Letter from Inspector Gale re: New Police Meeting. Parish Cllrs are invited to attend a meeting on 21 November at 7.00pm at Cockermouth Police Station.
- mm) Allerdale Borough Council Planning Policy Consultation - Brownfield Register (Part 1). All comments should be received by 4pm on Friday 10th November 2017.
- nn) Cumbria County Council – re: Inclusive Mobility Budget which is to be used to improve accessibility on the highway to aid people with disabilities or mobility issues. Email asking if there are any areas in the parish that would benefit from these types of improvements.
- oo) CALC – Consultation on constituency boundaries in the North West. Comments to be in by 11 December 2017.

13. **Planning Applications**

The Parish Council have approved the following:-

Ref No: 2/2017/0482 **Applicant:** Messrs Fisher **Proposal:** Renewal of hardcore track with concrete
Location: The Close, Silloth

Allerdale Borough Council has approved the following:-

Ref No: 2/2017/0297 **Applicant:** Mr & Mrs R Holliday **Proposal:** Proposed slurry lagoon **Location:** Blackdyke Farm, Blackdyke, Silloth

Ref No: 2/2017/0294 **Applicant:** Mr & Mrs R Holliday **Proposal:** Proposed silage pit **Location:** Blackdyke Farm, Blackdyke, Silloth

Ref No: 2/2017/0295 **Applicant:** Mr & Mrs R Holliday **Proposal:** Erection of cattle shed **Location:** Blackdyke Farm, Blackdyke, Silloth

Ref No: 2/2017/0296 **Applicant:** Mr & Mrs R Holliday **Proposal:** Erection of cattle shed **Location:** Blackdyke Farm, Blackdyke, Silloth

14. **Reports from Representatives on Outside Bodies**
15. **County Council Report**
To receive a report from the County Councillor.
16. **Parish Plan**
17. **To receive and consider reports from Councillors.**
18. **Chairman's Announcements**
19. **Date of next meeting Parish Council meeting**
Tuesday 13 February 2018 at 7.30pm in Silloth Community