

# 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](mailto:parishclerk@holmelow-pc.org.uk)  
Web: [www.holmelow-pc.org.uk](http://www.holmelow-pc.org.uk)

3 May 2017

Dear Councillor

You are summoned to attend the Annual meeting of Holme Low Parish Council which is to be held on Tuesday 9 May 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

## **Agenda**

- 1. To elect a Chairman of the Council.**
- 2.** To receive the Chairman's Declaration of Acceptance of Office or if not then received, to decide when it shall be received.
- 3. To elect a Deputy Chairman of the Council.**
- 4. Apologies**  
NB Cllrs. Must provide a reason for not being able to attend a meeting which is recorded in the minutes.
- 5. Declaration of Interest**  
Members are invited at this stage to declare any personal interests they have relating to any item on the Agenda and having done so, to consider whether they also have a prejudicial interest in that item. NB Advice on this can be sought from the Parish Clerk. Members are requested to seek advice, wherever possible, before the meeting starts.
- 6. Exclusion of Press and Public**  
To consider whether the press and public should be excluded from the Meeting during consideration of any item of business on the Agenda.
- 7. To appoint representatives to outside bodies.**
- 8. Minutes**  
To approve the minutes of the meeting held on 14 February 2017 as a true record. .
- 9. Matters Arising**  
To consider any matters arising from the minutes of the last meeting.
- 10. Police Report**  
To receive a report from the Police on incidents of crime since the last meeting.

**11. Cheque Signatories**

To review and appoint new cheque signatories if required.

**12. Annual Subscriptions**

To consider the payment of annual subscriptions

- a) CALC Annual Subscription 2016/17.

**13. Requests for financial assistance**

To consider any requests for financial assistance.

- Cumbria Dyslexia Project

**14. Payment of Accounts**

To authorize the payment of Accounts

**15. Accounts for the year ended 31 March 2017**

To approve the Accounts for the Year Ended 31 March 2017 and authorize the Chairman to sign the Statement of Accounts and the Annual Governance statement to the Annual Return for the year ended 31 March 2017.

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

**17. Annual review of risk assessments**

**18. Correspondence**

To note items of correspondence received since the last meeting and determine any action needed in response to items marked "Action".

**Publications & magazines etc.**

- a) Clerks & Councils Direct – March 2017.
- b) Healthcare for the Future – Update – 6 January 2017 | Newsletter #9
- c) Healthcare for the Future – Update – 2 March 2017 | Newsletter #10
- d) CALC Circular – March 2017.
- e) Healthcare for the Future: Update – 31 March 2017 | Newsletter #11.
- f) Cumbria Local Enterprise Partnership – News Spring 2017.
- g) CALC Circular – April 2017.

**For Information**

- 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.
- 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.
- 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.
- k) Allerdale Borough Council – Copy of the briefing note re: Community Led Housing Fund.
- l) CALC – Information from Cumbria's Police & 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.
- 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.
- n) Allerdale Borough Council – re: Rest Room Silloth Building at Cemetery – Copy of a building survey completed by Property Services section.

- 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.
- 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.
- q) ACTION with Communities in Cumbria – Community Resilience Support.
- r) Houses of Parliament – Information about UK Parliament Week which takes place between 13-19 November.
- s) Healthcare for the Future Implications Summit – 20 March at ENERGUS, Blackwood Road, Lillyhall Industrial Estate, Workington at 9.30am
- t) Press Release re: New boundaries for Clinical Commissioning Groups (CCGs) in North Lancashire and Cumbria are confirmed for 2017.
- u) NALC – Report regarding the extent to which the voluntary sector has been involved in devolution.
- 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.
- w) Cumbria County Council – Connecting Cumbria poster.
- x) NALC – Re: Parish Precepts. Email from the new NALC Chairman Cllr. Sue Baxter.
- 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: [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)
- z) Cumbria County Council – Details of the changes to the service 60E timetable from 6 May 2017.
- aa) Hopes Auctioneers – Letting of Grassland. Letter to confirm that Colt Park Field has been let to W Morgan, the Retrieved, Silloth.
- bb) CALC – Revised NALC Legal Topic Notes.
- cc) CALC – Invitation to Flood Recovery Debrief workshop 27 April 2017.
- dd) Community Emergency Response Team – Post Traumatic Disorder Leaflet guidance for help.
- ee) CALC – Update from Rick Petechi on the last Cumbria Leaders Board meeting on 17 March.
- ff) CALC – Re: CLB Strategy for industry paper. Link to the consultation on the Government’s current industrial strategy.
- gg) CALC – 2017 edition of The Good Councillor Guide is being published.
- hh) CALC – re: Launch of Cumbria County Council’s new Highways website and their Highways Information Management System (HIMS). <http://www.cumbria.gov.uk/communications/reportafault.asp>
- ii) CALC – Updated version of Governance and Accountability for Smaller Authorities in England and letter from NALC explaining the changes.
- 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.
- kk) Plantlife (the nation’s wild plant conservation group) – Consultation is being carried out with people living and working in the Lake District.
- ll) Local Government Association – A short guide to publicity during the pre-election period.
- mm)NALC – Chief Executive’s Bulletin 16 – 28 April 2017.

#### **For Action**

- nn) Request for support from Paul Barnes, Farmers Flood Group.
- oo) Diocesan Mission & Pastoral Committee – Re: Church of Causewayhead St Paul. Copy of the proposals for a declaration of closure for regular public worship.
- pp) Email from Vic Barnes asking why the street lights have not been replaced at Barracks Bridge.

#### **19. Planning Applications**

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

**Ref No:** 2/2016/0727 **Proposal:** Outline planning application for 5 dwellings (with layout and scale to be considered at the outline stage) **Location:** Land at Blitterlees, Silloth **Applicant:** Mr A Markley

- 20. Reports from Representatives on Outside Bodies**
- 21. County Council Report**
- 23. Parish Plan**
- 24. To receive and consider reports from Councillors**
- 25. Chairman's Announcements**
- 26. Date of next meeting Parish Council meeting**  
Tuesday 8 August 2017 at 7.30pm in Silloth Community Hall