

CULGAITH PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
Held on 11th May 2015 at 7.30 pm at Culgaith Victoria Institute

Present: Councillors: Caroline Richardson, Jill Hay, Pam Jago, Pauline Toppin, Marjorie Helm, Laura Wilson, David Witney.

Clerk: Kathryn Binney.

In Attendance: John Slann

42/15 Apologies

Councillor Philip Hemmingway

Councillor Sheila Orchard

43/15 Declarations of interest

None

44/15 Minutes

Resolved that the Minutes of the meeting held Monday March 2nd 2015 at Kirkland & Blencarn Recreation Room be signed by the Chair as a true record with the one amendment to minute 28/15 – ‘Broats Farm’.

45/15 Progress Reports

To receive for information and/or determine action, as appropriate, on the items in the following reports;

Parish Clerk’s report

- Gillian Jackson (Clerk, Ousby PC) has advised they may be hosting their own ‘New Councillor Training’ event. **Resolved** to express interest in joining in and dates to be circulated when agreed. In addition to this other training opportunities may become available, including New Chair courses, dates again to be circulated.
- PAYE completed for end of year and software update completed.

Chairs report None

46/15 Public Participation / Open session (15 mins allowed)

None

47/15 County and District Councillors reports

None

48/15 Planning

No new applications.

The following applications remain open:

15/0337 1 Green Houses, Culgaith

15/0337 Hayriggs, Skirwith

The Parish Council had recorded no objections to either.

49/15 Finance

- **Resolved** to approve the Annual Internal Audit Report 2014/15.
- **Resolved** to make the following payments:
 1. Clerks expenses £52.60
 2. Parish Grass Cutting £442.88
 3. Culgaith Victoria Institute (Room hire x2 and £15 extra for overnight heating) £35
 4. CALC Subscription £214
 5. Zurich insurance renewal £276.37
 6. J Fleming, Internal auditor £25
- **Resolved** to accept the accounts of 31 March 2015 as a true record of the Council’s finances. As of 31 March 2015 the balances at National Savings

were £7592.17 and at the Bank £2124.64.

- On 24 April 2015, Precept and Council Tax Reduction Scheme (CTRS) Funding 2015-16 was received; this is the precept payment of £7,735 and CTRS funding of £ 237.
- **Post Meeting Note:** It was **AGREED** to transfer £6000 from the Bank to National Savings.
- In consideration of the Budget Comparison Report for 2014/15 and in light of the financial support request from Skirwith Village Hall it was noted that we carried over a small budgeted sum of money to allow for donations to be made to organisations throughout Culgaith Parish (subject to the Local Government Act 1972; for example for equipment or facilities for the community). Therefore the Council asks that any such requests be made to the Clerk in writing **before 1 July 2015** to allow them to be discussed at the next meeting.
- **Resolved** to approve Clerks salary increment in line with new NALC salary pay scales and the contract of employment.

50/15 Schedule of Correspondence, Notices and Publications

- Nugen Consultation
- Play Equipment flyers x2
- PAYE update (Completed)
- Clerks and Councils Direct Magazine
- Road Closure Application – it is thought that this will actually be postponed. (C3028 Crossfell View, Culgaith)
- Returned signed Grass Cutting Contract and copy of Public Liability Certificates from contractor, Mark Binney

51/15 Parish Council Vacancies

Resolved to advertise via memo and notice boards for the Culgaith and Blencarn and Kirkland ward vacancies, resulting from the elections. (1x Culgaith and 1x Blencarn / Kirkland).

52/15 Data Protection

Agreed to confirm the Parish Councils data protection requirements and register if applicable. A draft policy to be circulated at the next meeting.

53/15 Councillor Matters

- 28/15 – Broats Farm – **Resolved** that Chair Caroline Richardson would speak with the farmer and discuss the options, along with highways to improve drainage from the road.
- Parking in Culgaith was raised again. It was **resolved** that as this is included in the Annual Report, which is going to every house hold we will hopefully see the situation improve.
- Street Lighting is to be reviewed again. 18 June 2015 an audit will take place. It is hoped Sheila Orchard along with Parish Council representatives from each village will attend.
- The condition of the notice board at Skirwith was raised. It was confirmed that this was not the Parish Council one, which is the one inside the bus shelter.
- The road from Skirwith into Langwathby has some bad subsidence causing damage to vehicles should they pull off the single track. Cllr Jill Hay **agreed** to contact highways as she has good contacts within the department.
- It was also noted that a skip had been on Blencarn green for a long period of time, without permission. It was **resolved** that a letter would be addressed to the owner. **Post meeting note:** It was reported to have been

Approved 6 July 2015

moved 15.5.15, no letter was required.

54/15 Date of next meeting

To note that the next Parish Council meeting is on:
6 July 2015, Skirwith Village Hall at 1930hrs.