

## Preston Patrick Parish Council

**Minutes of the Annual General Meeting of Preston Patrick Parish Council held on Monday 20<sup>th</sup>  
May 2019 in Preston Patrick Memorial Hall**

**Present Chairman - Tony Mason**

**Cllrs Peter Winter (PW) – Vice –Chair, Olive Clarke (OC), Peter Gott (PG),**

**Zoe Mack (ZM), Keith Richardson (KR),**

**Also present: The Clerk, Anne-Marie Cade (AMC), and two members of the public**

**Start: 8:00 pm**

<b>19/001</b>	<b>Parish Council Election:-</b> to note that the Parish Council elections were uncontested. All Councillors are automatically re – elected and there is one vacancy on the Council				
<b>19/002</b>	<b>Election of the Chair :- RESOLVED</b> that Cllr Tony Mason be elected as Chairman of Preston Patrick Parish Council for the year to May 2020 and that the declaration of acceptance of office be received.				
<b>19/003</b>	<b>Election of the Vice - Chair:- RESOLVED</b> that Cllr Peter Winter be elected as Vice-Chairman of Preston Patrick Parish Council for the year to May 2019 and his declaration of acceptance of office received				
<b>19/004</b>	<b>Apologies for Absence:- RESOLVED</b> that the following absences and reasons be noted: None				
<b>19/005</b>	<b>Minutes of previous meeting:- RESOLVED</b> that the minutes of the ordinary meetings held on the 25 <sup>th</sup> March 2019 pages 1815 -1817 be confirmed as a true record and signed by the Chairman.				
<b>19/006</b>	<b>Declaration of interests:- RESOLVED</b> that it be noted that Cllr Keith Richardson declared an interest in finance schedule member of the board for Preston Patrick Memorial Hall in receipt of a grant				
<b>19/007</b>	<b>Public Participation - Police Report from Kendal Rural Policing Team:- RESOLVED</b> that the written report for the month be received and noted.				
<b>19/008</b>	<b>Public Participation –County and District Councillor reports: - RESOLVED</b> that it be noted that Cllrs Roger Bingham and Brian Cook were not in attendance. Councillor Tom Harvey had provided a District update to the Parish Assembly earlier in the evening.				
<b>19/009</b>	<b>Public Participation – Matters raised by residents:-</b> A member of the public spoke on the following matters <ul style="list-style-type: none"> <li>• Skip burn wall is seriously leaning and in part fallen away leaving only coping stones. There is a danger of flooding if it collapses. It has previously been inspected by the County Council but no action taken. A request has been made to Councillor Tom Harvey to take up the matter.</li> </ul>				
<b>19/010</b>	<b>Planning - Applications for Development: - RESOLVED</b> that the following responses be made to current applications			<b>AMC</b>	
	Planning no.	location	development		Response
	SL/2019/0173	OS Field no 3045 adjacent to Rabbit Warren Wood Gatebeck LA8 0HW	Extension of barn and relocation of stable block		No response made between meetings (no objections confirmed)
	SL/2019/0191	Unit 12A Gatebeck Industrial Estate, Endmoor, KENDAL	Change of use and alterations from redundant office space to Use Class B1		Comments already submitted, nothing to add

		(Business and Light Industrial) <i>amendment of description and address</i>		
Also that the following decision by the planning authority be noted				
<b>Application No.</b>	<b>Location</b>	<b>Proposal</b>	<b>Decision</b>	
SL/ 2019/ 0213	2 New Valley, Lupton, LA61PF	Demolition of porches and construction of replacement porch to west elevation and single storey to rear elevation	Conditional	
<b>19/011</b>	<b>Member Appointments and Lead Responsibilities: – RESOLVED</b> that the following appointments are made for the year 2018-19			
<b>Outside Bodies</b>				
Armistead Wind Farm Funding Committee		Cllr Richardson		
Burton Educational Trust		Cllr Mrs Clarke		
CALC District Association		Cllr Winter		
Holmescales Quarry Liaison Committee		Cllr Mrs Clarke, Cllr Mason		
South Westmorland Local Area Partnership (LAP)		Cllr Winter		
<b>Lead Responsibilities</b>				
Highways liaison representative		Cllr Winter		
Parish Rights of Way representative		Cllr Mason		
Parish Tree Warden		Cllr Mason		
Web site		Cllr Mack		
Inspection of benches, and bus shelter		Cllr Gott		
<b>19/012</b>	<b>Policy and Governance Review – Standing Orders, Financial Regulations, Asset Register</b> : – <b>RESOLVED</b> that the Financial Regulations remain unchanged, amended Asset Register and Standing Orders amended in line with Calc guidance L18/09 are approved			
<b>19/013</b>	<b>Policy and Governance Review – Risk Assessment: – RESOLVED</b> that the Council approve the draft risk assessment including an update to the VAT risk to reflect Internal Audit advice that outstanding VAT be reclaimed. Clerk to contact the Clerk of other parishes involved. Inspections of Council property have been completed.			<b>AMC</b>
<b>19/014</b>	<b>Policy and Governance Review Complaints Procedure, FOI Request Procedure, Policy for dealing with Press and Media: – RESOLVED</b> that the existing policies remain unchanged			
<b>19/015</b>	<b>Dates of Meetings: – RESOLVED</b> that the following meeting dates are set for the year 2019-2020			
		Mon 29 July 2019	Mon 20 Jan 2020	
		Mon 23 Sep 2019	Mon 30 Mar 2020	
		Mon 25 Nov 2019	Mon 18 May* 2020	
Meetings to take place at Preston Patrick Memorial Hall, starting at 7.30pm. *The Annual Parish Assembly to precede the Annual Council Meeting on 18 May 7pm				
<b>19/016</b>	<b>Finance - Year-end accounts: – RESOLVED</b> that the year-end accounts and bank reconciliation be received and approved and the bank reconciliation be signed as accurate and the end of year cash book balance be noted as £4,269.80			
<b>19/017</b>	<b>Finance -Schedule of payments: - RESOLVED</b> that it be noted that the closing cash book balance as at the 30 <sup>th</sup> April 2019 is £8,394.94 , that this matches the net bank balance at this date. Also that the payments listed on the schedule be authorised			
<b>19/018</b>	<b>Finance - Insurance Arrangement for June 19 – 20:-RESOLVED</b> that after reviewing			<b>AMC</b>

	quotes, insurance from 1 <sup>st</sup> June 2019-31 <sup>st</sup> May 2020 be taken with Inspire, through Came and Co Brokers at a premium of £218. The Clerk to arrange payment between meetings	
19/019	<b>Finance – Budget Report:- RESOLVED</b> that it be noted that the Precept and Council Tax Grant have been received from SLDC, updated report to come to the next meeting	AMC
19/020	<b>Audit 2018 – 2019- Internal Audit:-RESOLVED</b> that the internal audit report for 2018- 19 be received having been carried out on the 8 <sup>th</sup> May by J. Airey and that the Council was found to be compliant with legislation. Also that it be noted that this service is no longer being offered by J. Airey. Thanks to be sent and a new internal auditor sought	AMC
19/021	<b>Audit 2018 – 2019—External Audit Exemption:- RESOLVED</b> that having considered the criteria for exemption the Council declares itself exempt from external audit review for the year 2018-19. The Annual Exemption Certificate to be submitted by the Clerk to the PKF Littlejohn, the external auditors .	AMC
19/022	<b>Audit 2018 – 2019—External Audit Arrangements:- RESOLVED</b> that it be noted that the accounts will be available for public viewing by arrangement between the 17 <sup>th</sup> June and the 26 <sup>th</sup> July. These will be posted on the Web site at <a href="http://www.prestonpatrick-pc.gov.uk">www.prestonpatrick-pc.gov.uk</a> and posters will be posted on the noticeboards to this effect.	AMC
19/023	<b>Audit 2018 – 2019-Annual Return Governance Statement:- RESOLVED</b> that taking into consideration the Internal Audit Report and recommendations by the Clerk, the Council considers that it has met all the requirements on the Governance section (section1) of the annual return and authorises the Chair and Clerk to sign the statement to this effect.	AMC/ TM
19/024	<b>Audit 2018 – 2019-Annual Return Finance Statement: - RESOLVED</b> that having received the financial statement from the RFO the Council approve the statement of Accounts 2018-19 as accurate and authorise the Chair to sign the statement accordingly.	TM
19/025	<b>Finance – Pension Report:- RESOLVED</b> that the clerk arrange for re-enrolment duties to be met for the next meeting	AMC
19/026	<b>Litter Pick :- RESOLVED</b> that it be noted that the Litter Pick took place the morning of 27th April. Three people took part. Cllr Winter to contact SLDC to arrange for the equipment to be picked up. A date at the end of March or beginning of April to be confirmed at the January meeting	PW
19/027	<b>Consultations :- RESOLVED</b> that no response is made by the Calc consultation on the traffic commissioning	
19/028	<b>Meetings: - RESOLVED</b> that <ul style="list-style-type: none"> <li>• Cllr Winter attend the Calc district meeting on the 6<sup>th</sup> June</li> <li>• Cllrs respond to the Clerk if they wish to attend the Calc conference on the 22<sup>nd</sup> June</li> <li>• Also that it be noted that Cllr Richardson attended a meeting of the Armistead Trust on the 16<sup>th</sup> April where amongst other grants , the memorial hall was awarded a grant of £3,000 to partially re surface the car park</li> </ul>	PW  AMC
19/029	<b>Councillor matters :- RESOLVED</b> that the following matters raised by Cllrs be noted <ul style="list-style-type: none"> <li>• A new boundary wall being erected at a road junction in Nook may be blocking line of site for vehicles. The clerk to contact the planning authority to request investigation</li> </ul>	AMC
19/030	<b>Date of Next Meeting - RESOLVED</b> that the date of the Ordinary Parish Council Meeting be Monday 29 <sup>th</sup> July 2019 7.30pm at Preston Patrick Memorial Hall. Items for inclusion on the agenda to be sent to the Clerk by the 19 <sup>th</sup> July.	
	<b>The public meeting closed at 9.00pm</b>	

Chair:

Date: