

## Preston Patrick Parish Council

**Minutes of the Annual General Meeting of Preston Patrick Parish Council held on Monday 24<sup>th</sup> May 2021 at Preston Patrick Memorial Hall**

**Present Cllr Peter Winter (PW) – Chairman,**

**Councillors; Tony Mason (TM), Keith Richardson (KR), Zoe Mack (ZM), Peter Gott (PG),**

**Also present: The Clerk, Anne-Marie Cade (AMC), District/ County Cllr Roger Bingham, District Cllr Brian Cooper and 2 members of the public**

**Start: 7:35 pm**

<b>21/001</b>	<b>Election of Chairman:</b> - <b>RESOLVED</b> that Peter Winter be elected Chairman of Preston Patrick Parish Council until the AGM in May 2022 and acceptance of office received.	
<b>21/002</b>	<b>Election of Vice-Chairman:</b> - <b>RESOLVED</b> that Robert Nutter be elected Vice-Chairman of Preston Patrick Parish Council until the AGM in May 2022. Continuance of office, clerk to arrange for signing of new acceptance of office.	<b>AMC RN</b>
<b>21/003</b>	<b>Apologies for Absence:</b> - <b>RESOLVED</b> that the following absences and reasons be approved: – <ul style="list-style-type: none"> <li>• Olive Clarke (OC) - unable to attend for health reasons</li> <li>• Absence of Robert Nutter noted, no reason given</li> </ul>	
<b>21/004</b>	<b>Minutes of previous meeting:</b> - <b>RESOLVED</b> that the minutes of the ordinary meetings held on the 22 <sup>nd</sup> March 2021 pages 20012-20014 be confirmed as a true record and signed by Chairman.	
<b>21/005</b>	<b>Declaration of interests:</b> - <b>RESOLVED</b> that it be noted no interests were declared	
<b>21/006</b>	<b>Excluded item:</b> - <b>RESOLVED</b> that item 20 concerning the Clerk's post 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).	
<b>21/007</b>	<b>Public Participation, Police report:</b> - <b>RESOLVED</b> that it be noted that Neighbourhood police now produce a regular electronic newsletter circulated between meetings	
<b>21/008</b>	<b>Public Participation, District and County Councillor reports:</b> - <b>RESOLVED</b> that it be noted that a written report from Councillor Roger Bingham circulated to members concerned <ul style="list-style-type: none"> <li>• Election results</li> <li>• Council arrangements during current Covid restrictions</li> <li>• Unitary Authority, as yet undecided</li> <li>• Kendal Flood abatement scheme</li> <li>• Covid</li> </ul> <p>In addition, Cllrs Bingham and Cooper apologised for non-attendance over the last year, Cllr Bingham is now recovered from earlier health problems and gave thanks for support offered to him during his illness. Apologies were received for this meeting from Cllr Tom Harvey who had a prior engagement.</p> <p>Cllr Cooper reported that covid has cost SLDC approximately £3million, whilst it has received 1.5 Million in government grants to support the area.</p>	
<b>21/009</b>	<b>Public Participation, Public representations:</b> - <b>RESOLVED</b> that it be noted that the following matters were raised by or on behalf of the public <ul style="list-style-type: none"> <li>• Repeated damage to Crooklands bridge, now a camera installed to aid any insurance claims. Request to continue asking County for a solution.</li> <li>• Gatebeck fumes, a further complaint from residents to SLDC</li> <li>• Comments on planning application SL/2021/0409 objecting to relocation of post box and lowering of historic wall</li> </ul>	

21/010	<p><b>Planning - Applications for Development: - RESOLVED</b> that the following responses be sent to the planning authority in response to planning application consultations</p> <ul style="list-style-type: none"> <li>• SL/2021/0370 2a Unit J36 Rural Auction Centre, Crooklands, MILNTHORPE, Retention of temporary portacabin unit (planning permission SL/2018/0152), <i>Preston Patrick Parish Council object to making permission for this temporary structure permanent. The site is situated in open countryside and high standards of building design have been adhered to during development thus far. The Council feels that permitting a portacabin to be retained on a permanent basis is therefore not in keeping with the location and would set an unwanted precedent for future development on the site.</i></li> <li>• SL/2021/0409 The Old Cooperage, Gatebeck, KENDAL Light industrial unit. <i>Preston Patrick Parish Council holds no objections to the development of the new light industrial unit itself. However, the Council believes that the boundary wall which the application seeks to alter, and in particular the post box, are of historical significance to the parish and therefore objects to the lowering of this wall and the relocation of the postbox.</i></li> </ul> <p>Also that it be noted that the following planning decisions have been made by the Authority</p> <ul style="list-style-type: none"> <li>• PN/2021/ 0005, Land at Warth Hill, LA8 OHY, Erection of agricultural stock housing and storage building, <i>PN AGBU PA req and more info</i></li> <li>• CU/2021/0002/, Sillfield Farm, LA8 OHZ, Application to determine if prior approval is required for change of use of former pig unit into 2 dwellings, <i>CUQ PA req &amp; approved</i></li> <li>• SL/2021/0114, Gatebeck Industrial Park, LA8 OHS, Erection of 3 industrial units. <i>Conditional</i></li> <li>• SL/ 2020/0797, J36, Rural Auction Centre, Crooklands, LA7 7FP, Alterations to site levels to fill former drain to extend parking and yard area, extension of site boundary and new hedging. <i>Conditional</i></li> </ul>	
21/011	<p><b>Planning – Enforcement: - RESOLVED</b> that the Clerk pass on details of a complaint, including photographs of camping facilities on Warth Hill being used as a “pop up” campsite, to planning enforcement and Roger Bingham (with the complainant’s permission). And that they are requested to look into the matter and copy the Council into their response.</p>	
21/012	<p><b>Member appointments and lead: - RESOLVED</b> that the following appointments and lead responsibilities be made</p> <p>Outside bodies</p> <ul style="list-style-type: none"> <li>• Armistead Wind Farm Funding Committee - <i>Cllr Richardson</i></li> <li>• Burton Educational Trust - <i>Cllr Mrs Clarke wishes to retire, vacant position, review at next meeting</i></li> <li>• CALC District Association - <i>Cllr Winter</i></li> <li>• Holmescales Quarry Liaison Committee- <i>Cllr Mrs Clarke, Cllr Mason</i></li> </ul> <p><b>Lead Responsibilities</b></p> <ul style="list-style-type: none"> <li>• Highways liaison representative - <i>Cllr Gott</i></li> <li>• Parish Rights of Way - <i>All Councillors to inspect footpaths in their area and report any faults to the clerk</i></li> <li>• Parish Tree Warden - <i>Cllr Mason</i></li> <li>• Web site - <i>Cllr Mack</i></li> </ul>	AMC

21/013	<p><b>Policy and Governance Review – RESOLVED</b> that following review, Council policies and governance documents for 2020-21 be amended or adopted as follows</p> <ul style="list-style-type: none"> <li>• <b>Standing Orders</b>, - continue to include protocol for virtual meetings as annex</li> <li>• <b>Financial Regulations</b> – no change</li> <li>• <b>Risk Assessment</b> – updated to include risks changing Clerk and Covid H&amp;S measures</li> <li>• <b>Asset Register</b> - Cllr Richardson to dispose of old notice board</li> <li>• <b>Complaints Procedure</b> - no change</li> <li>• <b>Procedure for dealing with FOI requests</b> - no change</li> <li>• <b>Dates of meetings 2021-22</b>, July 26<sup>th</sup>, September 27<sup>th</sup>, November 29<sup>th</sup>, January 17<sup>th</sup>, March 21<sup>st</sup> and AGM May 23<sup>rd</sup> with the Parish Assembly also to take place on that date.</li> </ul>	KR
21/014	<p><b>Finance, year-end accounts : - RESOLVED</b> that the final budget position, bank reconciliation, reasons for variance, payments over £100 to 31<sup>st</sup> March 2021 be received and approved</p>	
21/015	<p><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 2021 is £16,150.51 and that this reconciles with the net bank balance at this date. Also that the payments listed on the schedule be authorised to a total of £323.73 and the virtual phone number service be continued</p>	
21/016	<p><b>Finance – Insurance arrangements: - RESOLVED</b> that having reviewed several different quotes and checked levels of cover, Zurich be appointed to provide insurance for the year from the 1<sup>st</sup> June 2021 at a premium of £257.60. The clerk to arrange payment</p>	AMC
21/017	<p><b>Finance – Budget Report: - RESOLVED</b> that the updated budget report for 2021-22 be received and approved</p>	
21/018	<p><b>Audit 2020 – 2021 – Internal Audit Report: - RESOLVED</b> that the Internal Audit report carried out by Julie Hartley on the 3<sup>rd</sup> and 11<sup>th</sup> May 2021 be received and it be noted that no issues were raised</p>	AMC, PW
21/019	<p><b>Audit 2020 – 2021 - Certificate of Exemption: - RESOLVED</b> that the Council meets all the requirements for exemption from external audit as a parish Council with income/ expenditure of less than £25,000 and that the Clerk/RFO and Chairman be authorised to sign the exemption certificate.</p>	AMC, PW
21/020	<p><b>Audit 2020 – 2021 – AGAR, Governance Statement: - RESOLVED</b> that the Council has met all requirements of internal control and that the Clerk and Chairman be authorised to sign the statement of Governance to that end</p>	AMC, PW
21/021	<p><b>Audit 2020 – 2021 – AGAR, Finance Statement:- RESOLVED</b> that the accounting statement be received and approved as accurate and the Chairman and Clerk/RFO authorised to sign accordingly</p>	AMC, PW
21/022	<p><b>Audit 2020 – 2021- Arrangements for public viewing of accounts: - RESOLVED</b> that the period of public access will commence on 14<sup>th</sup> June and end on 23<sup>rd</sup> July 2021, the clerk to post notices and the chairman to manage requestss to view.</p>	AMC, PW
21/023	<p><b>Noticeboards: - RESOLVED</b> that Cllrs Gott and Winter varnish and make repairs to the noticeboard at Gatebeck crossroads and that Cllrs Winter and Richardson get a number of quotes from local businesses to present to Council for noticeboards to be situated at the Memorial Hall (now approved by the committee) and Millness ( location to be finalised)</p>	PG, PW, KR
21/024	<p><b>Footpaths: - RESOLVED</b> that members inspect footpaths in their vicinity and report faults to the clerk to submit to Cumbria County Council.</p>	AMC

<b>21/025</b>	<b>Parish LitterPick:- RESOLVED</b> that volunteers meet at the Memorial Hall car park at 11am on the 29 <sup>th</sup> May. Cllr Winter to collect equipment from SLDC. Clerk to contact insurers and provide relevant documentation	<b>PW AMC</b>
<b>21/026</b>	<b>Consultations: - RESOLVED</b> that the response made by the Clerk on behalf of the Council to the consultation on Local Government Organisation in support of the Bay Proposal be approved, and that, no response be sent to the following consultations <ul style="list-style-type: none"> <li>• Nalc/ Government consultation about online Parish Council meetings</li> </ul>	
<b>21/027</b>	<b>Meetings: - RESOLVED</b> that it be noted that Cllr Winter will attend the following meetings on behalf of the Council <ul style="list-style-type: none"> <li>• Calc district virtual meeting, 10<sup>th</sup> June location tbc</li> </ul>	<b>PW</b>
<b>21/028</b>	<b>Councillor Matters: -</b> the following matters were raised <ul style="list-style-type: none"> <li>• Speeding on the A65 towards the motorway to be put on the next agenda</li> <li>• Bad condition of the road at Millbeck to be reported to Cllr Bingham</li> </ul>	<b>AMC</b>
<b>21/029</b>	<b>Date of Next Meeting: - RESOLVED</b> that the date of the next Parish Council Meeting be <b>Monday 26<sup>th</sup> July 2021, 7.30pm</b> at Preston Patrick Memorial Hall if restrictions allow or online via zoom. Items for the agenda to be sent to the Clerk by the 16 <sup>th</sup> July.	
	<b>The meeting closed to public and press at 8.55pm</b>	
<b>21/030</b>	<b>The Clerk's Post: - RESOLVED</b> that notice be received from the clerk of their intention to leave at the end of June or shortly afterwards and that Cllrs Mack, Gott and Winter be delegated powers to progress the recruitment of a replacement Clerk, working with the current clerk or Calc as appropriate. Findings to be reported back to the Council at an extra-ordinary meeting to make the appointment	
	<b>Meeting closed 9.15</b>	

Chair:

Date: