

Preston Patrick Parish Council

Minutes of the Annual Meeting of Preston Patrick Parish Council held on Monday 21st May 2018 following the Annual Parish Assembly in Preston Patrick Memorial Hall

Present **Clr Tony Mason (TM) – Chairman, Cllrs Peter Winter (PW) – Vice -Chair**
Cllrs - Olive Clarke (OC), John Foster (JF), Zoe Mack (ZM), Keith Richardson (KR), Peter Gott (PG)

Also present: The Clerk, Anne-Marie Cade (AMC), and one member of the public

Start: 7:45 pm

18/001	Election of the Chair:- RESOLVED that Cllr Tony Mason be elected as Chairman of Preston Patrick Parish Council for the year to May 2019 and that the declaration of acceptance of office be received.													
18/002	Election of the Vice - Chair:- RESOLVED 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													
18/003	Apologies for Absence:- RESOLVED that the following absences and reasons be noted: None													
18/004	Minutes of previous meeting:- RESOLVED that the minutes of the ordinary meetings held on the 26 th March 2018 pages 1714 -1715 be confirmed as a true record and signed by the Chairman.													
18/005	Declaration of interests:- RESOLVED that it be noted that no declarations of interest were made.													
18/006	Public Participation - Police Report from Kendal Rural Policing Team:- RESOLVED that the written report for the month be received and noted.													
18/007	Public Participation – County and District Council Members - No members in attendance following the Parish Assembly due to attending other meetings													
18/008	Public Participation – Matters raised by residents:- Concerns over potential flooding of Skip Burn were raised at the Annual Assembly													
18/009	Flooding - : - RESOLVED that it be noted that the Chair took item 14 from the agenda to allow the matter to be discussed whilst members of the public were in attendance. Also that after hearing concerns about debris collecting and potentially causing flooding to roads and property due to partially obstructing flow, and discussion about responsibility, the Council RESOLVED that Cllrs Winter and Richardson inspect the site , draft a letter to County Highways, County Councillors, local M.P. and the Canal and Rivers Trust,	KR, PW AMC												
18/010	Planning - Applications for Development: - RESOLVED that the following response be made by the Council to the planning authority consultation on the following planning applications	AMC												
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">App. No.</th> <th style="width: 25%;">Location</th> <th style="width: 25%;">Proposal</th> <th style="width: 35%;">Council Response</th> </tr> </thead> <tbody> <tr> <td>SL/2018/0345</td> <td>Overbeck Bungalow, LA7 7PA</td> <td>Two storey side extensions</td> <td>No objections</td> </tr> <tr> <td>SL/2018/0407</td> <td>Land adjacent to Millness Hall, Crooklands,</td> <td>Detached dwelling (amended plans)</td> <td>No objections</td> </tr> </tbody> </table>	App. No.	Location	Proposal	Council Response	SL/2018/0345	Overbeck Bungalow, LA7 7PA	Two storey side extensions	No objections	SL/2018/0407	Land adjacent to Millness Hall, Crooklands,	Detached dwelling (amended plans)	No objections	
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18/011	Member Appointments and Lead Responsibilities: – RESOLVED that the following													

	appointments are made for the year 2018-19															
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18/012	Policy and Governance Review – Standing Orders, Financial Regulations, Asset Register : – RESOLVED that the Financial Regulations and Asset Register remain unchanged and new Standing Orders based on a new Calc model be approved															
18/013	Policy and Governance Review – Risk Assessment: – RESOLVED that the Council approve the draft risk assessment including the addition of a GDPR risk.															
18/014	Policy and Governance Review Complaints Procedure, FOI Request Procedure, Policy for dealing with Press and Media: – RESOLVED that the existing policies remain unchanged, with minor amendments to refer to GDPR where necessary															
18/015	<p>Dates of Meetings: – RESOLVED that the following meeting dates are set for the year 2018-2019</p> <table border="1"> <tr> <td>Mon 30 July 2018</td> <td>Mon 21 Jan 2019</td> </tr> <tr> <td>Mon 24 Sep 2018</td> <td>Mon 25 Mar 2019</td> </tr> <tr> <td>Mon 26 Nov 2018</td> <td>Mon 20 May* 2019</td> </tr> </table> <p>Meetings to take place at Preston Patrick Memorial Hall, starting at 7.30pm. *The Annual Parish Assembly to precede the Annual Council Meeting on 20 May 7pm</p>	Mon 30 July 2018	Mon 21 Jan 2019	Mon 24 Sep 2018	Mon 25 Mar 2019	Mon 26 Nov 2018	Mon 20 May* 2019									
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18/016	Finance - Year-end accounts: – RESOLVED that the year-end accounts, bank reconciliation and VAT summary be received and approved and the bank reconciliation be signed as accurate and the end of year cash book balance be noted as £4,556.10															
18/017	Finance -Schedule of payments: - RESOLVED that it be noted that the closing cash book balance as at the 30 th April 2018 is £8,607.06 , that this matches the net bank balance at this date. Also that the payments listed on the schedule be authorised including repayment to the Clerk for purchase of ink															
18/018	Finance - Insurance Arrangement for June 18 – 19:-RESOLVED that after reviewing a number of quotes, insurance from 1 st June 2018-31 st May 2019 be taken with Inspire, through Came and Co Brokers at a premium of £218. The Clerk to arrange for payment between meetings	AMC														
18/019	Finance – Budget Report:- RESOLVED 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														
18/020	Audit 2017 – 2018- Internal Audit:-RESOLVED that the internal audit report for															

	2016- 17 be received having been carried out on the 24 th April by J. Airey and that no further actions are recommended	
18/021	Audit 2017 – 2018—External Audit Exemption:- RESOLVED that having considered the criteria for exemption the Council declares itself exempt from external audit review for the year 2017-18	
18/022	Audit 2017 – 2018—External Audit Arrangements:- RESOLVED that it be noted that the accounts will be available for public viewing by arrangement between the 18 th June and the 27 th July. These will be posted on the Web site at www.prestonpatrick-pc.gov.uk and posters will be posted on the noticeboards to this effect. The Annual Exemption Certificate will be submitted by the 11 th June.	AMC
18/023	Audit 2017 – 2018-Annual Return Governance Statement:- RESOLVED that taking into consideration the comments in 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.	
18/024	Audit 2017 – 2018-Annual Return Finance Statement:- RESOLVED that having received the financial statement from the RFO the Council approve the statement of Accounts 2017-18 as accurate and authorise the Chair to sign the statement accordingly.	
18/025	GDPR:- RESOLVED that data protection policy and public privacy notice be adopted by the Council and that no DPO service is appointed following exemption for Parish Councils from this requirement being granted	AMC
18/026	Parish Litter Pick:- RESOLVED that a second Litter Pick take place on the 6 th July to cover areas not reached in March. Clerk to request assistance from J36 Auction Mart and register with the Great Cumbrian Litter Pick	AMC
18/027	B4SW Superfast Broadband project update: - RESOLVED that it be noted that Cllr Winter gave a verbal update on progress , 60 properties now live.	
18/028	Meetings: - RESOLVED that it be noted that <ul style="list-style-type: none"> • Cllr Winter to attend the LAP on the 28th June • Cllr Winter to attend the Calc District Association meeting 14th June • Street Lighting – No members to attend 	
18/029	Councillor matters :- RESOLVED that the following matters raised by Cllrs be noted <ul style="list-style-type: none"> • S.I. D , Chairman to check on the rota of the repaired Speed Indicator • Pot holes , to be reported directly through highways hotline • refuse collection , limited in some areas due to restricted access caused by parked vehicles • red ensign – request to honour the navy by the purchase and the display of a flag - not for further discussion as not cover all services 	
18/030	Date of Next Meeting - RESOLVED that the date of the next Ordinary Parish Council Meeting be Monday 30 th July 7.30pm at Preston Patrick Memorial Hall. Any items for inclusion on the agenda should be sent to the Clerk by the 20 th July.	
	The public meeting closed at 9.15pm	

Chair:

Date: