



# Arnside Parish Council

**Minutes of the Annual General Meeting held on Monday 13<sup>th</sup> July 2015 at 7.15pm in Arnside Cemetery Chapel Present**

**George Taylor (GT) - Chair**

**Mike Hartley (MH) Dave Palfreyman (DP) Jim Shaw (JS) Pat Clifford (PC)**

**Also present: The Clerk Anne-Marie Cade (AMC), Cemetery Custodian and 4 members of the public**

15-16/82	<b>Apologies for Absence:- RESOLVED</b> that the following absences and reasons be noted: Cllr P Smillie – no reason given			
15-16/83	<b>Declaration of interests:- None.</b>			
15-16/84	<b>Minutes of previous meeting:- RESOLVED</b> that the minutes of the ordinary meetings held on the 8 <sup>th</sup> June 2015 pages 15007-15009 be confirmed as a true record and signed by the Chair			
15-16/85	<b>Public Bodies (Admission to Meetings) Act 1960 – Excluded Item:- RESOLVED</b> that the press and public be excluded from the meeting whilst agenda items 25-27 were considered due to their confidential nature.			
15-16/86	<b>Public Participation - Police Report:-</b> No report received. Cllr Clifford to contact the PCO	<b>PC</b>		
15-16/87	<b>Public Participation - County Councillor report - RESOLVED</b> that it be noted that Cllr Ian Stewart gave a report including the following: <ul style="list-style-type: none"> <li>• Access to Station Yard has been reinstated</li> <li>• There continues to be a large budget gap forecast</li> <li>• Equipment for road line painting and drainage clearance will possibly allow for more locally focussed works in the future</li> <li>• 30mph road sign is missing from black dyke rd and repeater signs have been requested in the past.</li> </ul>	<b>AMC</b>		
15-16/88	<b>Public Participation - District Councillor report - RESOLVED</b> that it be noted that Cllr Stewart gave the following update as Cllr Jupe was unable to attend; <ul style="list-style-type: none"> <li>• The curb-side collection is going to change day and include cardboard and plastic collection. Further details will be sent out.</li> </ul>			
15-16/89	<b>Public Participation – Matters raised by residents:- RESOLVED</b> that the following comments made by residents be noted <ul style="list-style-type: none"> <li>• The writing on the road outside the school indicating SLOW is worn</li> </ul>			
15-16/90	<b>Cemetery Report - RESOLVED</b> that the report from the Custodian be received and that <ul style="list-style-type: none"> <li>• The requested works be authorised</li> <li>• Permission given to hold a coffee morning in the EI on the 5<sup>th</sup> September to raise money for chapel chairs</li> <li>• That the Custodians wife, Brenda Brockbank be appointed as voluntary cemetery admin assistant</li> </ul>			
15-16/91	<b>Applications for Development:- RESOLVED</b> that the Parish Council note the decisions made by the Planning Authority <ul style="list-style-type: none"> <li>• the following application was conditionally granted permission by the planning authority</li> </ul>	<b>AMC</b>		
	<table border="1"> <tr> <td>SL/2015/0441</td> <td>Albion Hotel, The Promenade Arnside Carnforth LA5 0HA</td> <td>external alterations to the front elevation</td> </tr> </table>		SL/2015/0441	Albion Hotel, The Promenade Arnside Carnforth LA5 0HA
SL/2015/0441	Albion Hotel, The Promenade Arnside Carnforth LA5 0HA	external alterations to the front elevation		

	SL/2015/0466	Knottside, 65 Redhills Road Arnside Cumbria LA5 0AY	Single storey extension and front dormer	
15-16/92	<b>June Financial Summary:- RESOLVED</b> that the financial Summary for June be received.			
15-16/93	<b>Quotes for approval:- RESOLVED</b> that the following quotes or estimates be accepted after various quotes were considered <ul style="list-style-type: none"> <li>• Tree removal on cemetery – Sig trees increased quote and has broken leg, moving to quote from Westmoreland trees of 2570 plus VAT</li> <li>• Gate for Allotment - 2 gates required, £49.42 and £81.30 plus vat</li> <li>• Pat Testing – I speakman £30</li> <li>• PC backup hard drive – 500gb 29.99 +VAT Viking</li> <li>• Index card file –Office Pad Stationery Supplies £36.99 + £10.99 lock ex VAT</li> </ul>			
15-16/94	<b>Schedule of Payments:- RESOLVED</b> that payments listed in the schedule be approved, expenses as listed and including the cheques signed and direct debits paid before the meeting. Also noted that the Q1 VAT reclaim has been made for £921.72			
15-16/95	<b>Budget:- RESOLVED</b> that the Council receive and approve the Q1 Budget report, that an additional column is added to indicate monies already committed and recommendations for any changes be brought back to the next meeting.			AMC
15-16/96	<b>Rent review 2014 – 15 - RESOLVED</b> that the council confirms that rents for the current financial year remain the same but that rents for 2016 – 17 are reviewed in November			AMC
15-16/97	<b>Effectiveness of Internal Audit and appointment for 2015 - 16:- RESOLVED</b> that the Internal Audit carried out by Jean Airey for the financial year 2014 – 2015 be considered effective and that the Clerk asks Jean Airey to provide a quote to provide Internal Audit Services to the Council for the year 2015-16.			AMC
15-16/98	<b>Internal controls - RESOLVED</b> that the draft internal controls be approved and put into operation by the council			AMC
15-16/99	<b>Data Protection Procedure - RESOLVED</b> that the draft procedure for Freedom of information Requests (FOIR) and enquiries made under the Data Protection Act (DPA) be approved and put into operation by the council.			
15-16/100	<b>Requests for Permission- RESOLVED</b> that the following permissions are granted <ul style="list-style-type: none"> <li>• To remove cotenester from the cliffs as part of the headlands project</li> <li>• Display banner for the school xmas fair</li> </ul>			
15-16/101	<b>Allotments repayments – RESOLVED</b> that it be noted that Cllr Clifford found an error in calculation when membership fees for the AATA were first collected. For that reason the decision to not repay monies to the association still stands and this has been communicated to the association. Any future additional fees will be collected by the association themselves			AMC
15-16/102	<b>Flower beds - RESOLVED</b> that <ul style="list-style-type: none"> <li>• The Chair continue to consult with the Horticultural Society about their involvement with the project</li> <li>• The erection of posts be considered to make the placing of banners on the Railway Gardens safer. MH to sek quotes..</li> </ul>			GT MH
15-16/103	<b>Cemetery Water Charges – highways charge - RESOLVED</b> that it be noted that Cllr Hartley has contacted UU and that this charge is for the playing field.			
15-16/104	<b>Cemetery Plan and chapel risk assessment - RESOLVED</b> that these items be put on the next agenda			
15-16/105	<b>Salt Coates entrance barrier - RESOLVED</b> that after viewing the site and considering safety concerns, the Council will not fund the erection of a barrier at this location			
15-16/106	<b>Trees – RESOLVED</b> that quotes be considered by the Cemetery Working group for recommendation to the next Council Meeting			
15-16/107	<b>Playing field - RESOLVED</b> that it be <b>RESOLVED</b> that			

	<ul style="list-style-type: none"> <li>• Removal of Ivy on a wall has been permitted</li> <li>• That cllrs Clifford, Hartley and Taylor will visit the site to assess a request from the Tennis club to cut back trees and works required to shrubbery</li> <li>• Permission be given to the tennis club to use flags to form a path between the pavilion and the court at their own expense under the proviso that the flags are sunk to allow mowing and avoid trip hazards</li> <li>• The football club is given permission to remove brambles</li> <li>• Benches and bins will be replaced in the near future</li> </ul>	GT/ MH/ PC
15-16/108	<p><b>Reports from meetings – RESOLVED that reports are received from the following meetings and the following actions be noted</b></p> <ul style="list-style-type: none"> <li>• CALC – (JS)</li> <li>• Beetham Exhibition Trust – cllr shaw elected Chairperson</li> <li>• LAP (PC) – ENW have a register of vulnerable users and emergency packs – contact cllr Clifford for further details</li> <li>• APPT – a B4RN update was given but not deemed suitable for Parish involvement as BT fibre is now in place, APPT will offer help with fundraising for a car park.</li> </ul>	
15-16/109	<p><b>Schedule of Correspondence - RESOLVED</b> that items be noted and that</p> <ul style="list-style-type: none"> <li>• Cllr Hartley look at the Walney Island fund survey to consider a Parish Response</li> <li>• Cllr Hartley contact those responsible for the flag on the pier to tell them about Commonwealth day</li> <li>• The Council join WARPIT</li> <li>• 3 members attend Data Protection Training and that members apply directly to attend Finance Training if required</li> </ul>	MH MH AMC APC
15-16/110	<p><b>Councillor matters - RESOLVED</b> that</p> <ul style="list-style-type: none"> <li>• Cllr Hartley contact the owners of the old toilets as they have been made insecure</li> <li>• Cllr Clifford make enquiries into the cost of free Wi-Fi in Kendal</li> <li>• It be noted that “hidden villages” has been filmed in Arnside and will be aired in Autumn</li> </ul>	MH PC
15-16/111	<p><b>Date of Next Meeting</b> - 7.15pm Monday 10<sup>th</sup> August 2015 Arnside Cemetery Chapel. Any items for inclusion on the agenda should be sent to the Deputy Clerk before the 31st July.</p>	
	<b>The public meeting closed at 9.10pm</b>	
	<b>Items considered in the absence of press or public</b>	
15-16/112	<p><b>Deputy Cemetery Custodian - RESOLVED</b> that a draft job description be drawn up in consultation with the Custodian</p>	GT
15-16/113	<p><b>Clerk - permission to carry out other work - RESOLVED</b> that permission be granted</p>	
15-16/114	<p><b>Deputy Clerk Role - RESOLVED</b> that further advice be sought on HR from Calc with regard to consideration be given combining this role with that of the Deputy Custodian.</p>	AMC

Chair:

Date: