



Arnside Parish Council

Minutes of the Ordinary General Meeting held on Monday 10th August 2015 at 7.15pm in Arnside Cemetery Chapel

Present

George Taylor (GT) - Chair

Mike Hartley (MH)

Peter Smillie (PS)

Jim Shaw (JS)

Pat Clifford (PC)

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

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| 15-16/115 | Apologies for Absence:- RESOLVED that the following absences and reasons be noted: Cllr D Palfreyman – work commitments | |
| 15-16/116 | Declaration of interests:- None. | |
| 15-16/117 | Minutes of previous meeting:- RESOLVED that the minutes of the ordinary meetings held on the 13 th July 2015 pages 15010-15012 be confirmed as a true record and signed by the Chair | |
| 15-16/118 | Public Bodies (Admission to Meetings) Act 1960 – Excluded Item:- RESOLVED that the press and public be excluded from the meeting whilst agenda items 20-21 were considered due to their confidential nature. | |
| 15-16/119 | Public Participation – Matters raised by residents:- RESOLVED that the following comments made by residents be noted <ul style="list-style-type: none"> • A resident asked that the owner of station field be requested to cut the hedge along the pavement on Station Rd • Letters and from residents which raised issues with parking on the roads to be referred to cllr Stewart • A letter from a resident complained about overnight use of the promenade by camper vans. Cllr Stewart responded that this has been looked into before and there is no ban in place and it would not be possible to enforce one. | MH/GT |
| 15-16/120 | Public Participation - Police Report:- - RESOLVED that a written police report be received and it be noted that the PCO was unable to attend | |
| 15-16/121 | Public Participation - County Councillor report - RESOLVED that it be noted that Cllr Ian Stewart gave a report including the following: <ul style="list-style-type: none"> • There continues to be a large budget gap forecast with adult care costs to the council a large portion of the budget and the numbers of elderly projected to rise • Equipment for road line painting and drainage clearance will possibly allow for more locally focussed works in the future • Fire and Rescue services in Arnside continue to be threatened with closure due to relatively small numbers of call outs. A resident responded that the data presented did not include the time spent on call to cover neighbouring areas. | AMC |
| 15-16/122 | Public Participation - District Councillor report - RESOLVED that it be noted that Cllr Stewart gave the following update as Cllr Jupe was unable to attend; <ul style="list-style-type: none"> • Lyth and Witherslack are attempting to set up a board for water management that could be charged to all council tax payers in South Lakeland. | |
| 15-16/123 | Cemetery Report - RESOLVED that the report from the Custodian be received and that <ul style="list-style-type: none"> • Tree works have been carried out though there are still a number of trees with potential problems that should be inspected • Volunteers are still required for the coffee morning in the EI on the 5th September to raise money for chapel chairs • There is an ongoing problem with moles. GT to address | PC GT |

| | <ul style="list-style-type: none"> Quotes for works are referred to be discussed by the Cemetery working group | AMC | | | | | | |
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| 15-16/124 | <p>Applications for Development RESOLVED that the Parish Council note the decisions made by the Planning Authority and make no objections to the following application for development;</p> <table border="1"> <thead> <tr> <th>Ap. No.</th> <th>Location</th> <th>Proposal</th> </tr> </thead> <tbody> <tr> <td>SL/2015/0642</td> <td>Rimington, 49, Black Dyke Rd</td> <td>Installation of an eye brow dormer to front roofslope</td> </tr> </tbody> </table> | Ap. No. | Location | Proposal | SL/2015/0642 | Rimington, 49, Black Dyke Rd | Installation of an eye brow dormer to front roofslope | AMC |
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| SL/2015/0642 | Rimington, 49, Black Dyke Rd | Installation of an eye brow dormer to front roofslope | | | | | | |
| 15-16/125 | July Financial Summary:- RESOLVED that the financial Summary for July be received. | | | | | | | |
| 15-16/126 | <p>Quotes for approval:- RESOLVED that the following quotes or estimates be accepted after various quotes were considered</p> <ul style="list-style-type: none"> Payroll services to be provided by D. Malley for a cost of £100 pa for up to 3 paid staff subject to final arrangements being made by the Clerk Preparing a trench for a water pipe at the cemetery and reinstating the turf afterwards to be carried out by D. Tallon for an estimated cost of £800. (Costs of pipe to come) Other cemetery work quotes to be reviewed by the Cemetery working group for recommendation to Council. Further quotes to be sought for landscaping works Quotes for an electric heater to be kept on hold whilst advice from Cafs to review heating options is sought | AMC DB AMC/DB AMC | | | | | | |
| 15-16/127 | Schedule of Payments:- RESOLVED that payments listed in the schedule be approved, expenses as listed and including the cheques signed and direct debits paid before the meeting. | | | | | | | |
| 15-16/128 | Budget:- RESOLVED that the Council receive the amended Q1 Budget report and recommendations for changes and that these are considered further following the meeting of the cemetery working group. | AMC | | | | | | |
| 15-16/129 | Member responsibilities - RESOLVED that list of responsibilities be amended for Cllr Palfreyman to replace Cllr Hartley as lead responsible for the toilets, pier and foreshore. Cllr Hartley to assist if Cllr Palfreyman too busy | AMC | | | | | | |
| 15-16/130 | Appointment of Internal Auditor for 2015 - 16:- RESOLVED that the Internal Audit be carried out by Jean Airey for the financial year 2015 – 2016 | AMC | | | | | | |
| 15-16/131 | <p>Flower beds - RESOLVED that</p> <ul style="list-style-type: none"> The Chair continue to consult with the Horticultural Society who have agreed to help the Council design attractive and easy to maintain flowerbeds. Estimated costs to be brought back to Council The use of volunteers, schools, the youth group or those doing community service to be considered to carry out the work. | GT GT | | | | | | |
| 15-16/132 | Cemetery Plan and chapel risk assessment - RESOLVED that the cemetery risk assessment prepared by the custodian be received and that actions to ensure the safety of headstones are considered by the cemetery working group | | | | | | | |
| 15-16/133 | Trees – RESOLVED that a survey and ten year plan for up to 15 trees in the cemetery be purchased from Absolute Tree Management at a one off cost of £795. Also that it be noted that a tree reported as wind damaged on unowned land has been made safe by Cumbria County Council | | | | | | | |
| 15-16/134 | <p>Playing field - RESOLVED that it be RESOLVED that</p> <ul style="list-style-type: none"> That cllrs Clifford, Hartley and Taylor will visit the site on the 11th to assess a request from the Tennis club to cut back trees, and works required to shrubbery Benches and bins will be inspected and the Council delegates power to the three members above to arrange for works to be carried out urgently to | GT/ MH/ PC | | | | | | |

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| | remove and replace benches and bins that they consider dangerous as soon as possible. | |
| 15-16/135 | Toilets – RESOLVED that a working group of all available councillors meet with the Clerk on the 24 th August to go through questions raised concerning the management of the toilets by a charitable trust such as the APPT. Questions and information to be sent to members in advance. | AMC |
| 15-16/136 | Schedule of Correspondence - RESOLVED that items be noted and that <ul style="list-style-type: none"> • Correspondence concerning highways matters to be sent to Councillor Stewart • Cllr Hartley enquire whether the rail-works contractors can assist by filling pot holes on the car park • The Clerk contact Arnside youth project for further details of help requested • The Clerk send the notification on window dressing to the shop representatives • That the Clerk invites Phil Ruston to attend the next Council meeting to speak about digital Inclusion and give him Cllr Clifford's name as a contact • That Cllr Smillie attend the SLDA meeting on the 17th September • That Cllr Smillie be allowed to apply for the vacant position on Calc executive committee | AMC MH AMC AMC AMC/PC PS PS |
| 15-16/137 | Councillor matters - RESOLVED that <ul style="list-style-type: none"> • It be noted that the bunting will be taken down after the cross bay walk on the 27th August • A request for earlier meeting start times be put on the next agenda • Bins on the pier were full on Friday evening | AMC |
| 15-16/138 | Date of Next Meeting - 7.15pm Monday 14th September 2015 Arnside Cemetery Chapel. Any items for inclusion on the agenda should be sent to the Deputy Clerk before the 4 th September. | |
| | The public meeting closed at 9.05pm | |
| | Items considered in the absence of press or public | |
| 15-16/139 | Recruitment of a Deputy Cemetery Custodian and a Deputy Clerk - RESOLVED that <ul style="list-style-type: none"> • a summary of the Deputy custodians role be drawn up by the Clerk and adverts placed to seek a volunteer for the role in the Broadsheet, web site, community section of the Westmorland Gazette and Notice boards. Applications to be made by submitting a letter of interest to the Clerk. • The Finance Officer/Deputy Clerk role to be amended to remove the responsibility for outsourced payroll duties and alter hours to 32 hrs per calendar month, the two hours per week overtime shared between officers to continue to be banked for if necessary. Advertisements to be placed as listed for the deputy custodian plus with Calc, free recruitment websites and papers. Applications to be made by Application letter and CV. | AMC AMC |
| 15-16/140 | Review of contractor performance - RESOLVED that a letter be received from the Contractor in response to a letter sent by the Council detailing concerns over the way mowing had been carried out and that no further action is required as long as the height of the cut is raised to avoid scalping and that cut grass is spread as widely as possible for mulching. The Clerk to write a letter of response to the contractor. | AMC |

Chair:

Date: