



# Arnside Parish Council

Minutes of the Annual General Meeting held on Monday 9<sup>th</sup> May 2016 at 7.15pm in Arnside Cemetery Chapel

Present George Taylor (GT) - Chair  
Peter Smillie (PS) Geoff Kirkham (GK) Pat Clifford (PC)

Also present: The Clerk; Anne-Marie Cade (AMC), RFO/ Deputy Clerk, Jonathan Cartmel (JC) and 2 members of the public

16-17/30	<b>Election of the Chairman:- RESOLVED</b> that George Taylor be elected as Chairman of Arnside Parish Council for the year 2016-17 and his Acceptance of Office declaration received.													
16-17/31	<b>Apologies for Absence:- Resolved that the following absence by noted, Jim Shaw, holiday</b>													
16-17/32	<b>Declaration of interests:- None.</b>													
16-17/33	<b>Minutes of previous meeting:- RESOLVED</b> that the minutes of the ordinary meetings held on the 11 <sup>th</sup> April 2016 pages 16001-16003 be confirmed as a true record and signed by the Chair													
16-17/34	<b>Election of the Vice-Chairman- RESOLVED</b> that Cllr Peter Smillie be elected as Vice - Chairman of Arnside Parish Council for the year 2016-17													
16-17/35	<b>Appointment of Members to Outside Bodies:- RESOLVED</b> that the list of lead responsibilities and appointments to Outside Bodies be amended to fill vacancies left by previous Councillors. Cllr Clifford to represent the Council with Cllr Shaw on the Morecambe Bay Partnership. The revised list to be circulated and published by the Clerk and the continuance of the Kent Estuary Neighbourhood forum to be checked.													
16-17/36	<p><b>Public Participation – Matters raised by residents:- RESOLVED</b> that the following comments made by residents be noted and where relevant actions taken</p> <ul style="list-style-type: none"> <li>• A resident thanked the Council and those that attended and spoke at the Parish Assembly</li> <li>• A resident asked whether the Council could seek figures on the numbers of crimes solved in the area from the police</li> <li>• Mrs Kitchen volunteered to forward to the Council designs for a village map along the lines of designs already she has created for other information boards. Clerk to forward</li> <li>• A letter has been received from a resident regarding vegetation on Redhills Rd . Cllr Clifford to establish ownership and responsibility for cutting back.</li> </ul>	<p>PC/ AMC</p> <p>AMC</p> <p>PC</p>												
16-17/37	<b>Public Participation - Police Report:- - RESOLVED</b> that a written police report covering the last year be received and it be noted that numbers of recorded crimes and incidents have fallen.													
16-17/38	<b>Public Participation – District and County Councillor report - RESOLVED</b> that it be noted that Cllr Stewart sent his apologies and did not send a written report. Also that it be noted that Cllr Pete Mc Sweeney has been elected District Councillor.													
16-17/39	<p><b>Applications for Development:- RESOLVED</b> that a response of “no objections” be made to the planning authority for the following applications</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Ap. No.</th> <th style="width: 35%;">Location</th> <th style="width: 50%;">Proposal</th> </tr> </thead> <tbody> <tr> <td>SL/2016/0357</td> <td>Rimington, 49 Black Dyke Rd</td> <td>Installation of dormer to front roof slope</td> </tr> <tr> <td>SL/2016/0300</td> <td>Loft O'Er The Bore Back Lane Arnside Carnforth LA5 OBS</td> <td>Alteration to Existing Balcony</td> </tr> <tr> <td>SL/2016/0242 *</td> <td>Educational Institute Church Hill, Arnside</td> <td>Balcony</td> </tr> </tbody> </table> <p>* Response made by clerk between meetings</p>	Ap. No.	Location	Proposal	SL/2016/0357	Rimington, 49 Black Dyke Rd	Installation of dormer to front roof slope	SL/2016/0300	Loft O'Er The Bore Back Lane Arnside Carnforth LA5 OBS	Alteration to Existing Balcony	SL/2016/0242 *	Educational Institute Church Hill, Arnside	Balcony	
Ap. No.	Location	Proposal												
SL/2016/0357	Rimington, 49 Black Dyke Rd	Installation of dormer to front roof slope												
SL/2016/0300	Loft O'Er The Bore Back Lane Arnside Carnforth LA5 OBS	Alteration to Existing Balcony												
SL/2016/0242 *	Educational Institute Church Hill, Arnside	Balcony												
16-17/40	<b>Finance report:- RESOLVED</b> that the financial Summary for April be received, balances be noted													

	at £90, 670 (includes VAT repayment error of £4702 that will be repaid) and payments listed in the schedule of payments be approved including <ul style="list-style-type: none"> <li>• Officer expenses</li> <li>• Purchase of a lawnmower for use on the promenade gardens of up to £279</li> </ul>	<b>RFO</b>
<b>16-17/41</b>	<b>Finance – Year end accounts:- RESOLVED</b> that the year end accounts be accepted and that it be noted that in the financial year 2015-16 the Council <ul style="list-style-type: none"> <li>• Received income of £???, £??? Of which was the precept</li> <li>• Had a total expenditure of £????</li> <li>• The net cost of services for the year was £???</li> <li>• The Cash book balance at the 31<sup>st</sup> may being ???</li> <li>• The Bank Reconciliation be signed as accurate</li> </ul>	
<b>16-17/42</b>	<b>Finance - Budget:- RESOLVED</b> that the budget forecast for 16-17 be accepted and that the Clerk make further enquiries about the reduction in cemetery grant. Also that funds be earmarked as follows, to be closely monitored by the RFO; a total of £???? Is earmarked for specific projects (£20, 000 pier repairs, £? street lighting, £4000 Cemetery development, others?	<b>AMC</b> <b>JC</b>
<b>16-17/43</b>	<b>Financial Regulation and internal controls Review:- RESOLVED</b> that proposed amendments to the financial regulations be accepted to bring it in line with Nalc guidance on procurement. The RFO to check if there is a lower limit for advertising tenders on the tendering website. No change t the internal controls	<b>JC</b>
<b>16-17/44</b>	<b>Standing Orders Review :- RESOLVED</b> that the Standing Orders remain the same other than a change in the limit needed to paragraph 18 a)v and c) to ensure agreement with financial regulations	<b>AMC/</b> <b>JC</b>
<b>16-17/45</b>	<b>Governance and Policy Document Review :- RESOLVED</b> that following review the following review the updated drafts of the following documents be accepted <ul style="list-style-type: none"> <li>• Financial Management Risk Assessment,</li> <li>• Information Policy (Publication Scheme)</li> </ul>	
<b>16-17/46</b>	<b>The Annual Audit Governance Statement:- RESOLVED</b> that the Council agrees that it has met all Governance Requirements for the Financial year 2015 – 2016 and approve the completion of the Governance Statement (section 1) of the Annual Audit Return accordingly by the Clerk and Chair	<b>GT/</b> <b>AMC</b>
<b>16-17/47</b>	<b>The Annual Audit Accounting Statement:- RESOLVED</b> that the Council has receive and approve the accounting statement (section 2 of the annual return) for 2015 -16 from the RFO and that it authorises the Chairman to sign in confirmation of this approval	<b>GT/</b> <b>RFO</b>
<b>16-17/48</b>	<b>Playing field and playground :- RESOLVED</b> that a quote for £95 to clear ivy/ brambles and tidy and remove rubbish from the playground of £95 be accepted and that an inspection of the site be carried out by Cllrs Taylor and Kirkham and Clifford to consider and advise the Council on other quoted works.	
<b>16-17/49</b>	<b>Pier :- RESOLVED</b> that it be noted that a number of companies have been asked to quote for the repair to the pier stone work. Two have arranged to view the site with Cllr Cifford. The railings have been reported as unsafe to the Council and have been inspected by two members. Their opinion is that there is deterioration in some places and that quotes should be sought for repair or replacement but that there is no immediate danger to the public. Consideration should be given to public consultation if the railings are to be replaced.	<b>PC/</b> <b>AMC</b>
<b>16-17/50</b>	<b>Foreshore:- RESOLVED</b> that it be noted that the member responsible for trees has also viewed the sycamores on the foreshore and is of the opinion that they do not need to be removed. Clerk to respond to query. Also that the area around the clock tower needs weeding, Chair to speak to volunteers	<b>AMC</b> <b>GT</b>
<b>16-17/51</b>	<b>Cemetery Report - RESOLVED</b> that the report on Cemetery be received and noted and that <ul style="list-style-type: none"> <li>• A quote of £45 be approved for cleaning the windows</li> <li>• Cllr Clifford has volunteered to clean the porch step</li> </ul>	<b>PC</b>

	<ul style="list-style-type: none"> <li>The Clerk arrange for the Cemetery group to meet to review the cemetery plan and consider the tree survey and options for digitalisation</li> </ul>	<b>AMC</b>
<b>16-17/52</b>	<b>Cemetery Report – Chapel improvement project - RESOLVED</b> that the Clerk’s report be received and that quotes are sought for outlined works for suggested improvements	<b>AMC</b>
<b>16-17/53</b>	<b>Arnside Annual Assembly - Public Priorities- RESOLVED</b> that the report from the clerk detailing the responses from the Public on priorities for highways be received and that highways priorities and the boatshed be added to the priority list or reported as appropriate and that the AONB is consulted on the management and upkeep of wildflower verges for future consideration by the Council.	<b>PS</b>
<b>16-17/54</b>	<b>Dates of Meetings 2016-17 – RESOLVED</b> that meetings be held monthly, on the second Monday of the month with no meeting to be held in August. Meetings to continue to be held at the Cemetery Chapel starting at 7.15pm. The clerk to publish the meeting times.	<b>AMC</b>
<b>16-17/55</b>	<b>Councillor matters - RESOLVED</b> that it be noted that <ul style="list-style-type: none"> <li>The Environment Agency had not shut floodgates to the car park when a tide higher than 10m was expected. Clerk to make enquiries</li> <li>Footpaths requiring maintenance by the school and the coastguard station are public rights of way. Cllr Clifford to enquire about repairs.</li> </ul>	<b>AMC</b> <b>PC</b>
<b>16-17/56</b>	<b>Date of Next Meeting - 7.15pm Monday 13<sup>th</sup> June 2016, Arnside Cemetery Chapel.</b> Items for inclusion on the agenda to be sent to the Clerk by 3 <sup>rd</sup> June. Finance items to the RFO by end May	
	<b>The public meeting closed at 9.20pm</b>	

Chair:

Date: