



# Arnside Parish Council

Minutes of the Annual General Meeting held on Monday 13<sup>th</sup> May 2019 at 7.15pm in The Cemetery Chapel, Silverdale Rd, Arnside

Present: Councillors; Peter Smillie (PS) Chair,  
 David Brockbank (DB) vice – chair, Helen Chaffey (HC) Sandra Harris (SH), Clive Christensen (CC)  
 Officers; Clerk Anne-Marie Cade (AMC), Finance Officer Jonathan Cartmell (JC) Cemetery Officer Brenda Brockbank (BB)

Also: County/District Cllr Pete McSweeney (PMcS) and 0 members of the public.

19-20/24	<b>Parish Council Election:</b> - <b>RESOLVED</b> that it be noted that the election is uncontested and current Parish Councillors have been re-elected automatically	
19-20/25	<b>Election of Chairman – RESOLVED</b> that Peter Smillie be elected as Chairman until the 2020 AGM	
19-20/26	<b>Election of vice-Chair – RESOLVED</b> that David Brockbank be elected as vice -chair	
19-20/27	<b>Apologies for Absence:</b> - <b>RESOLVED</b> that the following absences be noted, <ul style="list-style-type: none"> <li>• None</li> </ul>	
19-20/28	<b>Declaration of Interests:- RESOLVED</b> that the following declarations of interests be noted, <ul style="list-style-type: none"> <li>• None</li> </ul>	
19-20/29	<b>Minutes of previous Meeting:</b> - <b>RESOLVED</b> that the minutes of the meeting held on the 8 <sup>th</sup> April 2019 pages 19001-19003 be confirmed as a true record and signed by the Chair	
19-20/30	<b>Public Bodies (Admission to Meetings) Act 1960, Excluded Item:</b> - <b>RESOLVED</b> that items 23-24 be considered without the presence of the press and public, on the grounds of confidentiality,	
19-20/31	<b>Public Participation:</b> - <b>RESOLVED</b> that it be noted that <ul style="list-style-type: none"> <li>• Arnside Parish Plan Trust is being wound up and may be able to donate the projector and screen to the Parish Council. P. Mcsweeney to confirm</li> </ul>	P McS
19-20/32	<b>Public Participation - County Councillor report:</b> - <b>RESOLVED</b> that it be noted that the chairman moved this item forward for the convenience of Cllr McSweeney who reported on the following <ul style="list-style-type: none"> <li>• There has been a complaint that the environment agency close the flood gates to the parking are too often, they have been contacted to discuss the criteria used</li> <li>• Village Road Safety improvements – a meeting is being arranged for the safety working group, P. Smillie to attend public consultation date not yet fixed. Double yellow lines on Redhills Road will be included</li> <li>• Overnight camper vans on the foreshore – draft wording for the Traffic Regulation Order requested by the parish is awaited before being progressed. For next agenda, clerk to circulate draft</li> <li>• Highways – Vegetation on Network Rail property has been cut back and will be maintained, complaints have been received about village parking during playing field events , discussions have been held with the landowner of property discharging natural spring water onto Black Dyke Rd and solutions are being sought</li> </ul> <i>County Cllr McSweeney left the meeting</i>	AMC
19-20/33	<b>Appointments to outside bodies and lead responsibilities:</b> - <b>RESOLVED</b> that the following appointments/ responsibilities be made <ul style="list-style-type: none"> <li>• <b>P.Smillie;</b> Playing Field advisory group (Chair), cemetery working group, car park working group, HR, Contractor liaison, playing field, tree preservation, highways, public transport, representative at Calc</li> <li>• <b>D.Brockbank;</b> Playing Field advisory group, cemetery working group, foreshore, public toilets, footpaths, contractor liaison, playing field,</li> <li>• <b>H.Chaffey;</b> Playing Field advisory group, car park working group, HR, footpaths, allotments, highways, public transport, community group liaison, Police liaison, representative at Arnside Wellbeing group, Arnside Voluntary bus project group, AONB,</li> </ul>	

	<ul style="list-style-type: none"> <li>• <b>S.Harris;</b> Playing Field advisory group, foreshore, public toilets, allotments, representative at Arnside Wellbeing group</li> <li>• <b>C.Christensen;</b> Playing Field advisory group, cemetery working group, Health and Safety, tree preservation, community group liaison, representative at Beetham Exhibition trust, Burton in Kendal Foundation.</li> </ul>																	
<b>19-20/34</b>	<p><b>Dates of Arnside Parish Council meetings 2019 – 2020: - RESOLVED</b> that dates for meetings to be held for the coming year be</p> <ul style="list-style-type: none"> <li>• 11th June 2019</li> <li>• 8th July 2019</li> <li>• 12th August 2019</li> <li>• 9th September 2019</li> <li>• 14th October 2019</li> <li>• 11th November 2019</li> <li>• 9th December 2019</li> <li>• 13th January 2020</li> <li>• 10th February 2020</li> <li>• 9th March 2020</li> <li>• 20th April 2020</li> <li>• 11th May 2020</li> </ul>																	
<b>19-20/35</b>	<p><b>Public Participation – Police report: - RESOLVED</b> that a written police report covering the last month be noted and that investigations into damage and thefts at the public toilets are ongoing</p>																	
<b>19-20/36</b>	<p><b>Public Participation - District Councillor report: - RESOLVED</b> that it be noted that District Cllr H. Chaffey reported on the following,</p> <ul style="list-style-type: none"> <li>• The Public Space Protection Orders to tackle dog fouling on the Playing Field and Cemetery are now being progressed and will go to cabinet in July</li> <li>• Alternative sites are being sought for a car park</li> </ul>																	
<b>19-20/37</b>	<p><b>Planning -Applications for Development - RESOLVED</b> that the following responses be made to current planning applications</p> <table border="1"> <thead> <tr> <th>Ap. No.</th> <th>Location</th> <th>Proposal</th> <th>Response</th> </tr> </thead> <tbody> <tr> <td>SL/2019/0323</td> <td>Beach Haven, Redhills Road, LA5 0AX</td> <td>Installation of window opening in east gable end</td> <td>No objections</td> </tr> <tr> <td>SL/2019/0327</td> <td>11 Plantation Avenue, Arnside</td> <td>Variation of condition 4 (wall height) attached to planning permission SL/2012/0337 (Single storey rear extension, side dormer and alterations)</td> <td>No objections</td> </tr> <tr> <td>SL/2019/0269</td> <td>Oak Mount, 16 Redhills Road, Arnside, LA5 0AT</td> <td>Installation of 3 R32 Daikin Air Source Heat Pumps (8Kw) for domestic heating</td> <td>No objections</td> </tr> </tbody> </table>	Ap. No.	Location	Proposal	Response	SL/2019/0323	Beach Haven, Redhills Road, LA5 0AX	Installation of window opening in east gable end	No objections	SL/2019/0327	11 Plantation Avenue, Arnside	Variation of condition 4 (wall height) attached to planning permission SL/2012/0337 (Single storey rear extension, side dormer and alterations)	No objections	SL/2019/0269	Oak Mount, 16 Redhills Road, Arnside, LA5 0AT	Installation of 3 R32 Daikin Air Source Heat Pumps (8Kw) for domestic heating	No objections	
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<b>19-20/38</b>	<p><b>Planning -Validation Guidance - RESOLVED</b> that it be noted that an error was made in the guidance concerning the number of properties required for affordable housing and should read 2 instead of ten. The clerk to seek clarification from the planning authority on why this differs from other areas</p>	<b>AMC</b>																
<b>19-20/39</b>	<p><b>Finance report - RESOLVED</b> that: -the Financial Summary to the end of April 2019 be received, balance noted at £81,733.30 and that payments listed in the schedule be approved.</p>																	
<b>19-20/40</b>	<p><b>Finance – to receive year end figures and bank reconciliation - RESOLVED</b> that the final figures for the year to 31<sup>st</sup> March 2019 be received and approved</p>																	
<b>19-20/41</b>	<p><b>Finance – to review regular payments for 2019-20 - RESOLVED</b> that the list of payments be received and approved</p>																	
<b>19-20/42</b>	<p><b>Finance – Budget forecast Q1 - RESOLVED</b> that the budget report be received and that Cllrs Brockbank and Christensen inspect benches and promenade railings to assess the need for</p>	<b>DB/</b>																

	maintenance during the current year, the pier stonework be assessed and quotes be sought for repairs to the toilet roof and playing field fencing alongside the bridle path.	CC
19-20/43	<b>Pier Railings - RESOLVED</b> that the installation of New Pier railings, painted black and of fabricated mild steel at a cost of £14,399 plus VAT be approved and that Cllr Christensen act as site contact. A repair of the promenade railings has been made by Cllr Christensen near the water fountain and the end of the pier cordoned off for safety	AMC/ CC
19-20/44	<b>Internal Audit for year to March 31<sup>st</sup> 2019: - RESOLVED</b> that the internal audit report be received and it be noted that the Council was found to be compliant with regulations. Also that it be noted that Jean Airey is no longer offering her service, that she be thanked for her work with the Council and alternative auditors be sought	JC
19-20/45	<b>Annual Governance and Accountability Return 18/19 – Section 1 Annual Governance Statement 18/19: - RESOLVED</b> that Governance statement asserting that the Council has met all requirements be approved and signed	AMC/ PS
19-20/46	<b>Annual Governance and Accountability Return 18/19 – Section 2 Accounting Statements 18/19: - RESOLVED</b> that the accounting statement be received, approved and signed. Also that it be noted that the period of public rights begins on the 10th June	JC/ PS
19-20/47	<b>Standing Orders: - RESOLVED</b> that the Standing Orders, amended in line with Nalc guidance LO9 – 18 be approved	
19-20/48	<b>Financial Regulations: - RESOLVED</b> that the Financial Regulations remain unchanged	
19-20/49	<b>Cemetery Report - RESOLVED</b> that the report on Cemetery business be noted and that <ul style="list-style-type: none"> <li>• Permission be granted for the cemetery officer to hold a fundraising bingo event to raise money for new heaters</li> <li>• The office printer scanner be purchased as specified by the clerk and cemetery officer</li> <li>• Works for the annual clean and chapel maintenance be approved. Cemetery officer to circulate specification</li> <li>• Amendments and additions drafted by the Cemetery Officer to update the Cemetery regulations be approved</li> <li>• ICCM Sexton training the Clerk to see if this or other training can be held at Arnside</li> </ul>	BB  JC  BB  AMC
19-20/50	<b>Playing Field– RESOLVED</b> that <ul style="list-style-type: none"> <li>• Cllr Caffey circulate the minutes of the meeting held with sports clubs</li> <li>• The Clerk contact Mr Fishlock to request the water meter readings</li> <li>• Rubbish be cleared at a cost of £180</li> <li>• The British Legion and the School be contacted to see if they would like to attend future meetings</li> <li>• Ownership of the wall in need of repair still not established</li> <li>• Playing Field Annual Risk Assessment received, Cllr Christensen to inspect. Clerk to get quote for repairs</li> </ul>	HC AMC  DB  CC/ AMC
19-20/51	<b>Allotments: - RESOLVED</b> that it be noted that allotments are all let for the year with a waiting list in place, that plots 12 a and b are being tended, ownership of trees on The Meadows has not been established, the National Trust does not accept any responsibility for the maintenance of the rear wall. Also that no reduction in rent be granted to shaded plots.	
19-20/52	<b>Meetings - RESOLVED</b> that <ul style="list-style-type: none"> <li>• Cllr Chaffey attend the Calc District Meeting 6<sup>th</sup> June, Kendal</li> <li>• it be noted that the Parish Assembly went well with the presentation by the chief fire officer was well received</li> </ul>	
19-20/53	<b>Councillor matters - RESOLVED</b> that it be noted that the following matters were raised: <ul style="list-style-type: none"> <li>• SH, hazardous metal disc near the slipway, Cllr Christensen to inspect</li> <li>• DB thanks to Martin Harris for works carried out in the toilets</li> <li>• HC, Art Banner now in place</li> <li>• Removal of yellow bike from the railway bridge garden</li> </ul>	CC
19-20/54	<b>Date of the next meeting - RESOLVED</b> that the date of the Annual General Meeting of Arnside	

	Parish Council be confirmed as 7.15pm on Tuesday 11 <sup>th</sup> June 2019 at the Cemetery Chapel. Items for the agenda should reach the Clerk by the 31 <sup>st</sup> May. Finance items to RFO by this date.	
	<b>The meeting closed to the public at 9.40 pm</b>	
<b>19-20/55</b>	<b>Toilet Security Issues – RESOLVED</b> that following ongoing security problems the cheapest quote for welding work for security improvements be approved and the toilets be locked overnight from 6m to 9am	
<b>19-20/56</b>	<b>Cemetery Issues – RESOLVED</b> that a report by the Clerk be received concerning a verbal confrontation reported by the cemetery officer with a sub-contractor, and that a personal alarm be purchased and worn by the officer when attending her duties, a lone worker policy and zero tolerance policy be considered at the next meeting. Also that conditions set out in a letter to the current grave digger be confirmed and to ensure continuity of service that alternative service providers are sought for the digging of ashes and grave plots and changes are made to cemetery regulations to allow for a number of approved providers to carry out this service in the Cemetery	
	<b>The meeting closed at 10.15pm</b>	

Chair:

Date: