



# Arnside Parish Council

Minutes of the meeting held on 8<sup>th</sup> January 2024 at 7.15pm in the Cemetery Chapel.

Present:

Councillors: Neil Punnett (NP) – chair, Steve Porter (SP), Helen Chaffey (HC), Clive Christensen (CC), Michael Simpson (MS)

For agenda item 15 W&FC Cllr Rupert Audland

Volunteers: David Gee (DG), Jill Abel (JA)

Officers: Clerk - Pete McSweeney, RFO/Deputy clerk – Caroline Caudwell, Cemetery Officer - Josh McLeod (JM)

23-24/117	<b>Apologies for Absence:</b> - Mike Mann, Rebecca Kennington, Darrell Lancaster	
23-24/118	<b>Declaration of Interests:</b> - <b>RESOLVED</b> that the following declarations of interests be noted. None.	
23-24/119	<b>Minutes of previous Meeting:</b> - <b>RESOLVED</b> that the minutes of the meeting held on 13 <sup>th</sup> November 2023, pages 19149-19150 be confirmed as a true record to be signed by the chair.	NP
23-24/120	<b>Recruitment</b> Members were asked to note the recruitment of Caroline Caudwell as RFO and deputy clerk. The chair welcomed Caroline on behalf of all members.	NP
23-24/121	<b>Public Participation – Members of the public to address the council and report from Westmorland &amp; Furness Council members for the Kent Estuary ward: -</b> <b>Members of the Public:</b> No members of the public were present. <b>Westmorland &amp; Furness Council (W&amp;FC) Update:</b> Cllr Helen Chaffey reported that W&FC are involved in many local projects. The W&FC South Lakeland area manager, Mike Conefrey, has offered to attend the next APC meeting. HC suggested that she could, along with the chairman and vice-chairman, give Mr Conefrey a tour of Arnside and then an informal meeting at 6pm before the next APC meeting on 12 <sup>th</sup> February.	HC
23-24/122	<b>Councillor Matters – Matters raised by Councillors not on the agenda:</b> <ul style="list-style-type: none"> <li>Cllr Clive Christensen announced that he would be resigning from APC at the end of the meeting. He has offered to continue working with APC in a volunteer role. Cllr Christen has been a member of APC since July 2017. The chairman thanked him on behalf of all members for his service to the community.</li> <li>Cllr Porter reminded members about the Gardening for Wildlife event at the EI at 7pm on 17/1/24.</li> <li>Cllr Chaffey reminded members about the Retro Fit Made Easy event on 24/1/24 at the EI.</li> </ul>	CC & NP  SP  HC
23-24/123	<b>Cemetery Report – RESOLVED that:</b> <ul style="list-style-type: none"> <li>The report from JM be noted.</li> <li>JM commented that APC should consider raising cemetery fees for 2024/25. W&amp;FC have recently announced an increase of 6.17% for their cemeteries. JM will bring a proposal for 2024/25 costs to the February 2024 APC meeting.</li> <li>Cllr Christensen highlighted the problem of damage caused by moles on the northern boundary of the cemetery. ACTION – JM to get quotations for the removal of the moles.</li> </ul>	JM  JM  JM

23-24/124	<p><b>Financial Report RESOLVED that:</b></p> <p><b>a) To consider the financial summary for December 2023</b> The report be received and noted. Financial summary and payments approved. Current account balance noted at £36,215.36.</p> <p><b>b) To consider the budget which will determine the precept for 2024/25</b> Members voted to defer this item. More detailed information was requested. An extra-ordinary meeting to approve the precept has been agreed for 7pm on 29<sup>th</sup> Jan. at the Cemetery Chapel.</p> <p><b>c) Update APC Financial Regulations re delegation of authority to approve invoice payment to 2 members of the finance committee.</b> It was <b>RESOLVED</b> to update the APC Financial Regulations accordingly. ACTION – Clerk</p> <p><b>d) Consider the recommendation from the Finance Working Group to purchase the Scribe accounting software package. Annual fee of £408 with a one-off set up cost of £249.</b> It was <b>RESOLVED</b> that the clerk should contact Scribe and arrange for the software made available to APC. ACTION – Clerk to contact Scribe – Action completed 9/1/24</p>	<p><b>RFO</b></p> <p><b>NP</b></p> <p><b>Clerk</b></p>
23-24/125	<p><b>Application for Development</b> It was <b>RESOLVED</b> to report that APC had no objections to planning application 2023/1020/FPA</p>	<b>Clerk</b>
23-24/126	<p><b>To Consider Update to APC Standing Orders</b> It was <b>RESOLVED</b> that item 3x in the APC Standing Orders be changed to 2 hours. ACTION – Clerk to update Standing Orders</p>	<b>Clerk</b>
23-24/127	<p><b>Approve Updated FoI and Record Management Policy documents</b> It was <b>RESOLVED</b> that the updated documents be released on the APC web site after JM has provided information regarding cemetery record management. ACTION- JM to provide information regarding cemetery record management. ACTION – Release documents when information received from JM above.</p>	<p><b>JM</b></p> <p><b>Clerk</b></p>
23-24/128	<p><b>To consider signing the MoU from W&amp;FC regarding sign on verge on B5282</b> It was <b>RESOLVED</b> that the MoU should be signed. ACTION – Clerk to sign MoU and return to W&amp;FC</p>	<b>Clerk</b>
23-24/129	<p><b>For the approval of the cost of £120 for the Gardening for Wildflower launch event on 17th Jan 2024 at the Education Institute, Arnside.</b> It was <b>RESOLVED</b> that APC should cover the cost of £120.</p>	
23-24/130	<p><b>Review of Action List</b> The action list was reviewed. An updated version will be sent to all members</p>	<b>NP</b>
23-24/131	<p><b>PART 2</b> – Members voted unanimously to move the meeting to Part 2 which excludes members of the press and public.</p> <p><b>To consider a proposal from the Housing Project Team –</b> Cllr Punnett gave members an update on progress with the project that is looking at providing affordable, rented housing in Arnside. Discussions have been had with local organisations and landowners, that have led to a number of options being available. It was <b>RESOLVED</b> to give approval for the chairman and project team members to continue discussions with all the parties involved.</p>	<b>NP</b>
23-24/132	<p><b>Date of the next meeting - RESOLVED</b> that the date of the next meeting is scheduled for Monday 12<sup>th</sup> February 2024. Items for the agenda should reach the Clerk by Friday 2<sup>nd</sup> February 2024, and finance items to the RFO by this date. There will be an extra-ordinary meeting on Monday 29<sup>th</sup> January at 7pm to discuss the precept.</p>	
23-24/133	<p><b>Meeting closed at 20:35</b></p>	

