



# Arnside Parish Council

**Minutes of the AGM held on Monday 8<sup>th</sup> May 2017 at 7.15pm in Arnside Cemetery Chapel**

Present , Councillors

George Taylor (GT) - Chair

Peter Smillie (PS) – Vice-Chair

Pat Clifford (PC),

Jim Shaw (JS)

Also present: The Clerk; Anne-Marie Cade (AMC), R F O Jonathan Cartmel (JC), Cemetery Volunteer David Brockbank (DB) and 3 members of the public including District Cllr Pete McSweeney (P McS)

17-18/28	<b>Election of Chairman– RESOLVED</b> that Cllr George Taylor be elected as Chairman of Arnside Parish Council for the Council Year 2017/18	
17-18/29	<b>Chairman’s Acceptance of Office – RESOLVED</b> that it be noted that the Chairman signed his declaration of acceptance of office in the presence of the Proper Officer and other attendees.	
17-18/30	<b>Apologies for Absence:-</b> None	
17-18/31	<b>Declaration of interests:-</b> None	
17-18/32	<b>Minutes of previous meeting:- RESOLVED</b> that the minutes of the extraordinary meeting held on the 10 <sup>th</sup> April 2017 pages 17001- 17003 be confirmed as a true record and signed by the Chair.	
17-18/33	<b>Membership of the Council – RESOLVED</b> that it be noted that the notice period has ended and the Council is now free to co-opt to all its vacant positions, Calc has advised that a Council Meeting will be quorate with three members in attendance. Also that the Clerk has contacted the Monitoring Officer with regard to reviewing the number of Councillors allocated to Arnside, a response was received indicating that the numbers will be reviewed in 2018 following implementation of the SLDC boundary review	
17-18/34	<b>Election of Vice-Chairman– RESOLVED</b> that Cllr Peter Smillie be elected as Vice -Chairman of Arnside Parish Council for the Council Year 2017/18	
17-18/35	<b>To Appoint Representatives to Outside Bodies – RESOLVED</b> that representatives on outside bodies remain the same and that the Chairman lead on Playing Field Issues and Chair any meetings of a Playing Field Advisory Group , that Cllr Pat Clifford be lead on Public Toilet and Cllr Peter Smillie joint lead on HR	GT, PC, PS
17-18/36	<b>Dates of meetings 2017-2018 - RESOLVED</b> that dates of Ordinary Parish Council meetings, including one in August, the next AGM and the Parish Assembly 2017-2018 be confirmed, noted and published	AMC
17-18/37	<b>Public Participation - Police Report:- RESOLVED</b> that it be noted that a written report was received. Reported incidents in the last month include a scam call claiming to be from HMRC and thefts from properties Redhills Road and Briary Bank	
17-18/38	<b>Public Participation – County Councillor report - RESOLVED</b> that it be noted that County Councillor Ian Stewart was unable to attend as he was at another Parish Council Meeting. His apologies were given by Cllr McSweeney who reported on the following County Council Matters <ul style="list-style-type: none"> <li>• Following the County Council Election no administration has yet been formed as there is no overall majority</li> </ul> Cllr Ian Stewart has been appointed as the Leader of the Liberal Democrats on the Council	
17-18/39	<b>Public Participation – District Councillor report - RESOLVED</b> that it be noted that Cllr McSweeney reported on the following District Council Matters <ul style="list-style-type: none"> <li>• SLDC has agreed to fund the new school light but would like the Parish Council to adopt it , for the next agenda</li> <li>• A Planning Application by Leeds Children’s Holiday Camp was refused but is likely to go to appeal in which case further consultation will take place</li> <li>• Three new sites are being proposed for the development plan for the AONB area – consultation will commence on the 19<sup>th</sup> June</li> <li>• Proposed Car Park – an SLDC officer has inspected the proposed location and given comments to the Cabinet</li> </ul>	AMC

17-18/40	<p><b>Public Participation – Matters raised by residents:- RESOLVED</b> that it be noted that the following points were raised by residents:</p> <ul style="list-style-type: none"> <li>• Damaged Memorial Benches at Shady Bowers and 51 Redhills Rd – a joiner is already being sought by the Chair, a replacement plaque has been authorised (up to £20) and the Clerk to investigate more durable specifications for exposed locations</li> <li>• A letter was received from the tennis club who also attended the Parish Assembly and spoke about the proposed phone mast decision. The Clerk to respond reiterating what has already been outlined</li> <li>• Street light on Black Dyke Rd – letter received against the re-instatement of the removed SLDC street light</li> <li>• Letter concerning High fence by public footpath on Parkside Drive property. Clerk to pass to planning enforcement</li> <li>• A request for “residents parking “ areas was made through the Chair. The individual to be asked to submit to the County Council in writing through Ian Stewart</li> </ul>	GT, AMC																																								
17-18/41	<p><b>Playing field and playground</b> - The Chairman ruled that item 19 on the agenda be taken now to allow the Secretary of the football Club to take part in discussion of a request from the football club for further funding to improve drainage on the football pitch. RESOLVED that further consideration of the request for further pitch maintenance costs to help improve drainage in the short term be postponed until current drains and soakaways have been found and examined for maintenance and or effective drainage improvements to be identified. Also that the Council will seek someone to carry out this initial investigation work and fund it up to a cost of £200</p>	GT																																								
17-18/42	<p><b>Applications for Development:- RESOLVED</b> that the following responses be made to the planning authority for the following applications</p> <table border="1" data-bbox="244 1043 1422 1323"> <thead> <tr> <th>Ap. No.</th> <th>Location</th> <th>Proposal</th> <th>response</th> </tr> </thead> <tbody> <tr> <td>sl/2017/0341</td> <td>the Hollies, New Barns rd</td> <td>minor amendment condition 2 of sl/2015/1083</td> <td>No objections</td> </tr> <tr> <td>sl/2017/0374</td> <td>19 The Meadows LA5 0EY</td> <td>rear conservatory</td> <td>No objections</td> </tr> <tr> <td>sl/2017/0265</td> <td>3 Coles drive</td> <td>single storey side and rear extension</td> <td>No objections ( sent between meetings)</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Also to note the following Planning Authority decisions</p> <table border="1" data-bbox="244 1413 1422 1816"> <thead> <tr> <th>Ap. No.</th> <th>Location</th> <th>Proposal</th> <th>response</th> </tr> </thead> <tbody> <tr> <td>sl/2017/0119</td> <td>Morningside, 37 Black Dyke Rd Arnside</td> <td>Extensions and alterations to roof to create additional accommodation</td> <td>conditional</td> </tr> <tr> <td>sl/2017/0115</td> <td>Garth End Mount Pleasant ARNSIDE LA5 0EW</td> <td>Single storey extensions</td> <td>Conditional</td> </tr> <tr> <td>sl/2017/0172</td> <td>1 plantation grove LA5 0HY</td> <td>extension to rear dormer</td> <td>Conditional</td> </tr> <tr> <td>sl/2016/1044</td> <td>Leeds Children’s Holiday Camp</td> <td>Demolition of camp buildings and siting of 25 static caravans pitches and manager's dwelling and site reception</td> <td>Refused (amended plans)</td> </tr> </tbody> </table>	Ap. No.	Location	Proposal	response	sl/2017/0341	the Hollies, New Barns rd	minor amendment condition 2 of sl/2015/1083	No objections	sl/2017/0374	19 The Meadows LA5 0EY	rear conservatory	No objections	sl/2017/0265	3 Coles drive	single storey side and rear extension	No objections ( sent between meetings)					Ap. No.	Location	Proposal	response	sl/2017/0119	Morningside, 37 Black Dyke Rd Arnside	Extensions and alterations to roof to create additional accommodation	conditional	sl/2017/0115	Garth End Mount Pleasant ARNSIDE LA5 0EW	Single storey extensions	Conditional	sl/2017/0172	1 plantation grove LA5 0HY	extension to rear dormer	Conditional	sl/2016/1044	Leeds Children’s Holiday Camp	Demolition of camp buildings and siting of 25 static caravans pitches and manager's dwelling and site reception	Refused (amended plans)	
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17-18/43	<p><b>Finance report:- RESOLVED</b> that the financial Summary be received, balance noted at £98,511.80 as at 30<sup>th</sup> April 2017 and that payments listed in the schedule of payments be approved</p>																																									
17-18/44	<p><b>Finance – Year end Accounts and Bank Reconciliation:- RESOLVED</b> that the Council receive and Approve the end of year accounts and that it be noted that the Bank Reconciliation was signed off in March</p>																																									
17-18/45	<p>Asset Register :- <b>RESOLVED</b> that the amended draft of the Asset Register for year end 31/3/17 be</p>																																									

	received and approved	
17-18/46	<b>Budget report - Q1 forecast :- RESOLVED</b> that the Q1 budget forecast be received and approved	
17-18/47	<b>Annual Audit Statements – Internal Audit Report :- RESOLVED</b> that the internal audit report be received following the internal audit carried out by Jean Airey on the 2 <sup>nd</sup> May and that it be noted that she found the Council to be fully compliant with Accounting Regulations	
17-18/48	<b>Annual Audit Statements – Governance Statement:- RESOLVED</b> that having reviewed the Governance Statement (section 1) of the Annual Audit Return, the Council has met all Governance Requirements for the Financial year 2016 – 2017 and approves the completion of the Governance Statement accordingly by the Clerk and Chair	
17-18/49	<b>Annual Audit Statements – Statement of Accounts:- RESOLVED</b> that having reviewed the Statement of Accounts (section 2) of the Annual Audit Return Completed by the Responsible Finance Officer the Chairman is authorised to sign the confirmation that these are a true and accurate record of the accounts for the year to 31 <sup>st</sup> March -2017	
17-18/50	<b>Standing Orders Review :- RESOLVED</b> that the Standing Orders remain unchanged subject to a check on paragraph 18 by the RFO and the clerk checking regulations on the signing of Allotment Deeds	JC AMC
17-18/51	<b>Financial Regulation Review:- RESOLVED</b> that the financial regulations remain unchanged	
17-18/52	<b>Governance and Policy Document Review :- RESOLVED</b> that following review the updated drafts of the Information Policy (Publication Scheme) be accepted and that basic contact information and meeting dates be displayed at The Albion Community Noticeboard and quotes for a new notice board at the playing field be sought. Also that a workshop be held with members and officers to fully review the Financial Management Risk Assessment	AMC
17-18/53	<b>Playing field :- RESOLVED</b> that that it be noted that the Chairman is seeking quotes for the repairs to 24 yards of stone wall and that the Clerk asked to complete arrangements for the tree survey on two Ash Trees and the Cemetery tree	AMC/ GT
17-18/54	<b>Pier and foreshore :- RESOLVED</b> that it be noted that Clerk is still seeking a date for the finalisation of repairs to pier stonework and that the roof has been fixed at the Old Boathouse but that the Council has received complaints about rubbish accumulated there. As this is private land it is the Landowners responsibility	
17-18/55	<b>Cemetery Report - RESOLVED</b> that the report on Cemetery business be received and that the <ul style="list-style-type: none"> <li>• The attendance of David Brockbank on an ICCM workshop on new Environment Agency regulations be approved with the fee, travel and subsistence costs (as appropriate) be paid by the Council</li> <li>• The cheapest quote for a fibreglass no entry sign and its erection be approved</li> <li>• Window Cleaning Quote be approved</li> <li>• the position of the CWGC sign be approved</li> <li>• Gate and track repairs – McGaffigans Iron Craft</li> <li>• Steven Hirst quote for tarmac repairs be approved with the work to be co-ordinated with gate repairs</li> <li>• Future cleaning arrangements are considered by the council following a review of the chapel maintenance list at a Cemetery workshop meeting.</li> </ul>	AMC GT
17-18/56	<b>Training and Information:- RESOLVED</b> that 3 copies of new Cllr guidance booklets be purchased from Calc and that it be noted that training with SLDC on the code of conduct is available to Councillors and Calc hopes to provide training on investments in the future	AMC
17-18/57	<b>Meetings – RESOLVED</b> that the following meetings are attended by the following <ul style="list-style-type: none"> <li>• Calc SW District – 15<sup>th</sup> June, Kendal – Cllr Smillie</li> <li>• Helsington Community Land Trust (HCLT) – Cllr Clifford</li> </ul>	JS
17-18/58	<b>Councillor matters - RESOLVED</b> that it be noted that <ul style="list-style-type: none"> <li>• Cllr Shaw read out a letter announcing his intention to step - down from the Council with the offer to stay on until the end of June and attend the Burton in Kendal Education Trust Meeting. This offer was gratefully accepted by the Chairman who thanked Cllr Shaw for his work during his time on the Council.</li> </ul>	PC

	<ul style="list-style-type: none"> <li>• Cllr Clifford gave thanks to the Council for recognising the contribution of retiring First responders by sending a letter, asked that the Council consider changing the wording on signs warning of incoming signs from “tide” to “bore” to increase safety awareness</li> </ul>	
<b>17-18/59</b>	<b>Date of next meeting RESOLVED</b> that the date of the next ordinary meeting of Arnside Parish Council be confirmed as 7.15pm on the 12 <sup>th</sup> June 2017 at Arnside Cemetery Chapel. Items for the agenda should reach the Clerk by the 2 <sup>nd</sup> June/ finance items to the RFO by this date.	
	<b>The meeting closed at 9pm</b>	

Chair:

Date:

Unconfirmed