

## **Wetheral Parish Council**

Minutes of the Annual Meeting of the Council held on Wednesday,  
10<sup>th</sup> May at 8.05pm in Scotby Village Hall following the Annual Meeting with the Electors.

**PRESENT:**  
**Councillor Chris Dodd – Chairman**

### **Councillors**

<b>B. Earp</b>	<b>M. Higginbotham</b>	<b>J. Melrose-Woodman</b>	<b>J. Searle</b>	<b>I. Evans</b>	<b>R. Nemeth</b>
<b>G. Round</b>	<b>S. Higgs</b>	<b>D. Pattinson</b>	<b>D. Hughes</b>	<b>L. Graham</b>	

**Also present: 4 residents of the Parish (part)**

### **01/17 Apologies for absence**

**Resolved** to receive and accept apologies from District Cllr D. Parsons,  
County Cllrs J. Mallinson, N Marriner & W. Graham, and Parish Cllrs. Poole & Bainbridge.

### **02/17 - Election of Chairman**

**Resolved** to elect Cllr. Dodd as Chairman of the Council for the ensuing year; the Chairman signed the declaration of acceptance of office.

### **03/17 Appoint of Vice Chairman**

**Resolved** to appoint Cllr. Hughes as Vice Chairman of the Council for the ensuing year; the Vice Chairman signed the declaration of acceptance of office.

### **04/17 - Declarations of Interest**

Cllr Earp declared an interest in all matters relating to the District Council.

### **05/17 Request for Dispensation**

No requests have been made.

### **06/17 Appointment of Councillors to Council Committees**

**Resolved** to appoint the following committee members;

- Planning Committee – Cllrs Earp, Round, Melrose-Woodman, Searle & Evans
- Cemetery Committee – Cllrs Hughes, Round, Higgs, Searle & Evans
- Rights of Way – Cllrs Bainbridge, Melrose-Woodman, L. Graham, Earp, Nemeth
- Grants & Finance Committee – Cllrs Pattinson, Bainbridge, Hughes, Searle & Dodd
- Personnel Committee – Cllrs Dodd, Round, Melrose-Woodman & Hughes
- Wetheral Playing Fields Association- Cllrs Earp, Searle, Higginbotham, Pattinson, Dodd & Nemeth.

### **07/17 Appointment of Representatives on Other Bodies**

**Resolved** to appoint the following representative on other bodies;

- Carlisle Parish Council Association – Cllr Dodd
- Community Grants Panel Wetheral- Cllr Higgs, Great Corby- Nemeth Houghton & Irthington- Cllr Poole
- Tyne Valley Rail Partnership-Cllr Earp & Evans
- Turnmire Common Wetheral – Cllr Pattinson
- Hartley Trust Scotby – Cllr Hughes
- Cotehill Sports & Social & Cotehill Village Hall – Cllr Round

- Down-a-gate Community Centre Committee- Cllr Dodd & Cllr Higginbotham
- Wetheral Village Hall Committee – Cllr Higgs
- Heads Nook Village Hall Committee – Cllr Nemeth
- Scotby Village Hall Committee Cllr Hughes/Earp
- Great Corby Village Association Committee- Cllr Nemeth
- Cumwhinton Village Hall Committee – Cllr Higginbotham
- Warwick on Eden & Aglionby Memorial Hall Committee- Cllr Poole
- Warwick on Eden Play area – Cllr L Graham
- Cumwhinton Play area- Cllr Round

#### **08/17 Council Meetings Dates for the Year 2017-18**

- (i) **Resolved** to accept the proposed dates for the full council meetings for the forthcoming year..

#### **09/17 Review of Council Procedures**

- (i) **Resolved** to approve and adopt the Council's Procedures for Handling Requests Made under Freedom of Information Act 2000 and the Data Protection Act 1998. (Updated 2008) (May 17)
- (ii) **Resolved** to approve and adopt the Councils complaints procedure. (May 17).
- (iii) **Resolved** to approve and adopt the Councils Policy for dealing with the Press & media. (May17)

#### **10/17 Annual Return**

- (i) **Resolved** to approve the Annual Governance Statement for year ending 31<sup>st</sup> March 2017 and authorise the Chairman to sign Section 1 of the Annual Return for year ending March 31<sup>st</sup> 2017.
- (ii) **Resolved** to approve the Statement of Accounts for year ending 31<sup>st</sup> March 2017 and authorise the Chairman to sign Section 2 of the Annual Return for year ending 31<sup>st</sup> March 2017.

#### **11/17 Minutes of the Council Meeting held on 5<sup>th</sup> April 2017**

**Resolved** to authorise the Chairman to sign, as a correct record, the minutes of the meeting held on 5th April 2017.

#### **12/17 Minutes of Committee Meetings & Working Groups**

**Resolved** to receive the minutes of the following Committee meetings/ working groups and to accept any recommendations contained therein;

- Planning Committee** meeting held on Monday 24<sup>th</sup> April 2017
- Finance & Grants** meeting held on Wednesday 27<sup>th</sup> April 2017 (NB the reserves should exclude the fund for Scotby Village hall roof)
- Rights of Way Meeting** held on Tuesday 2<sup>nd</sup> May 2017 (NB Cllr Earp & Hughes to agree the location of the directional sign to the playing fields, min ROW16/35 b.(i).)

#### **13/17 Bank Reconciliation**

**Resolved** to receive and note the bank reconciliation to 30<sup>th</sup> April 2017.

Current Account	£53,803.47
Deposit Account	£178,843.79
Cumberland BS	£6,000.00
Total in the bank	£197,920.59 (including outstanding banking and payments)

#### **14/17 Payment of Accounts**

- (i) **Resolved** to authorise payment of the accounts listed in the schedule of cheques dated 10th May 2017. (VIN 21-42) Totalling £18,718.16 (amended due to the annual insurance invoice)

### **15/17 Banking Arrangements**

- (i) **Resolved** to appoint Cllr David Hughes & Cllr Christopher Dodd as additional signatories for the Councils bank accounts;
- (ii) Cumberland Building Society account; 52240941.
- (iii) Barclays Accounts -20-45-45 23384225 & 63837629.  
(Note the Clerk & RFO Susan Tarrant remains as signatory to the above accounts to allow access)

### **16/17 Neighbourhood Planning.**

- (i) **Resolved** to set up a designated steering group to review the results and to determine where to designate the Neighbourhood Plan Area(s). A meeting to be arranged with those who expressed an interest in helping with the plan, to discuss the way forward.
- (ii) Council representatives on the steering group; Cllrs Earp, Graham, Higgs, Higginbotham & Dodd

### **17/17 Scotby Project**

- (i) **Resolved** to approve the proposed Pavilion plans in principal, minor amendments required as suggested by Cllr Pattinson.
- (ii) **Resolved** to enter into a lease agreement for the adjacent field to the Scotby playing fields for a period of 10 years. ( Hartley Trust to pay the annual fee)
- (iii) Noted the football pitch work is now complete, additional costs occurred for security fencing to prevent entry onto the seeded area. Day rate of £9.60 x 160m approximately £697.60 (8 weeks initially dependant on the growth)

### **18/17 External Representation**

**Resolved** to receive reports from Parish Council representatives on outside bodies.

- i) Cllr Melrose- Woodman, Wetheral Village Community Hall.
- ii) Cllr Higginbotham, Boundary Review.

### **19/17 Easements**

Further to a meeting with Mrs S and Mr R Atkinson;

- i) **Resolved** to accept the offer made by Mrs S & Mr R Atkinson, 11 & 12 Scotby Village to upgrade the Scotby Village hall water supply pipes as a contribution towards the easement over Scotby Village Green. (All legal fees and land register costs will be paid by Mr & Mrs Atkinson).

### **20/17 Schedule of Correspondence, Notices and Publications**

Received and noted the schedule of correspondence, notices and publications received since the last meeting and not on the agenda.

- (i) Request from Wetheral Allotment Association to place tractor tyres under the Wetheral village sign to plant with flowers. Members would prefer planters, Clerk to forward information for external grant applications.

### **Councillor Matters**

- ~ Warwick on Eden – street light permanently on
- ~ Great Corby near the Queens- street light permanently on
- ~ Emergency planning matrix & meeting
- ~ Scotby Steading over grown with weeds
- ~ grass cutting – improved
- ~ Speed watch, training available, Cllr Round to co-ordinate.

### **Next meeting 14<sup>th</sup> June 2017**

Clerk & Responsible Financial Officer Sue Tarrant

Annual Parish Meeting 10<sup>h</sup> May 2017

