

**Wetheral Parish Council**  
Minutes of the Meeting of the Council held on Wednesday,  
8<sup>th</sup> August 2018 at 7.30pm in the Scotby Village Hall.  
**PRESENT**

**Chairman – D Hughes**

**Councillors**

<b>B. Earp</b>	<b>J. Searle</b>	<b>D. Poole</b>	<b>G. Round</b>	<b>S. Higgs</b>
<b>M Higginbotham</b>	<b>I Evans</b>	<b>J.Melrose-Woodman</b>		<b>D. Pattinson</b>
<b>C. Oliver</b>	<b>P. Bainbridge</b>			

Also, Present District Councillor Parsons and 2 residents of the Parish.

**44/18 Apologies for absence**

- (i) **Resolved** to accept and approve the apologies for absence from Parish Cllrs Dodd & Routledge and County Cllrs Graham, Mallinson and Marriner

**45/18 Minutes of the Parish Council Meeting held on 11<sup>th</sup> July 2018.**

- (i) **Resolved** to authorise the Chairman to sign, as a correct record, the minutes of the Council meeting held on 11<sup>th</sup> July 2018.

**46/18 Declarations of Interest**

- (i) Cllr. Earp & Cllr. Higgs declared an interest in items relating to Carlisle City Council.
- (ii) Cllr Higgs declared an interest in item 6(2) b.
- (iii) Cllr Hughes declared an interest in planning application 18/0643.

**47/18 Public Participation**

a. **Residents**

Representatives of the Down-a-Gate Community Centre updated the members on the progress made re-building the centre and their financial position.

The building is delayed and is not scheduled to open until late September, they have been supported by local builders/suppliers offering materials and time to assist with the project. Due to Building Regulations classing the building as commercial it has increased the cost of the work, additional materials plus VAT by 25% over the budgeted cost.

Currently the project requires a further £14,000 to complete. There is a £5000 retention due to be paid by the Football Foundation and Warwick Wanderers Football Club have donated £4000. The representatives requested members to consider issuing the £5000 allocated by the Parish Council as soon as possible rather than paying it towards the end of the financial year as planned.

**Resolved** to defer consideration until the next full council meeting.

(i) **Councillor Reports**

~ Cllr Parsons, problems reported in Chapel Close, Warwick Bridge are being resolved.

~Cllr Earp notified members of the boundary review of the Carlisle City Council area.

~ Cllr Higgs, complaint regarding the overgrown verges in Warwick on Eden, noted this had been reported to the County Council previously as it is their responsibility.

S106 Skelton Court; bus stop markings were a condition applied to the application, Clerk to follow up.

#### **48/18 Minutes of Committee Meetings & Working Groups**

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

(i) **Planning Committee** meeting held on 30<sup>th</sup> July 2018.

(ii) **Planning Applications Considered;**

a. **App 18/0614 The Grange, Station Rd, Wetheral**

Removal of internal wall, refurbishment of windows and shutters. Replacement of non-original windows.

**Resolved** – No observations

b. **App 18/0646 Wetheral Village Community Hall, Wetheral**

Erection of canopy incorporating photo voltaic panels.

**Resolved** – No observations

c. **App 18/0541 land to the North of Castle Grounds, Wetheral**

Erection of dwellings (reserved matters for appearance)

**Resolved** – Objection, SP6 Securing good design. The development is sited at the entrance to the village, therefore it is important to take into consideration and reinforce local architectural features to promote the character and distinctiveness of the area. Members request that the building fabric is sympathetic to the area by adding stonework on the front face of the houses.

d. **App 18/0023/TPO 2 The Old Tannery, Scotby**

Crown reduction to tree.

**Resolved** – No observations

e. **App 18/506 Land to the rear of Broomfallen Road, Scotby (amendment)**

Demolition of lean-to at 46 Broomfallen Road, and erection of 5no.dwellings with associated infrastructure.

**Resolved** – No observations

f. **App 18/0275 44 Scotby Road, Scotby (deferred from planning committee)**

Erection of 2 no. dwellings (outline)

**Resolved** – No observations

g. **App 18/0157 Lyndhurst, 1 Front Street, Cotehill**

Erection of single storey rear extension to provide extended kitchen and 1no. en-suite bedroom.

**Resolved** – No observations

(iii) **Rights of Way** meeting held on 17<sup>th</sup> July 2018.

#### **49/18 Bank Reconciliation**

(i) **Resolved** to receive the balance at the bank dated 31<sup>st</sup> July 2018

Current Account        £21,573.67

Deposit Account       £122,488.62

Cumberland BS        £66,106.30

Total in the bank       £211,010.55 (inc outstanding payments and receipts)

(ii) **Resolved** to receive the Internal Auditors report and accept the recommendations therein.

(iii) **Resolved** to receive and approve the revised Management of Risk Assessment July 2018 which includes the increased insurance valuations for the Council owned buildings.

#### **50/18. Payment of Accounts.**

(i) **Resolved** to authorise payment of the accounts listed in the schedule of cheques dated 8<sup>th</sup> August 2018 VIN107-128 totalling £10403.43.

(ii) **Resolved** to approve the job evaluation of the Clerk & Assistant Clerk (min F&G06/18(iv)c.) by Sonia Hutchinson of CALC at no cost to the Parish Council.

- (iii) **Resolved** to accept the increase in insurance premium of £1605.25 due to the revised costs to re-instate the council's properties. To consider requesting a contribution for this increase from the WPFA & Scotby Village Hall management committees at the next Finance & Grants meeting.
- (iv) **Resolved** to appoint Dixon & Taylor as the contractor to undertake the repairs to the Scotby Village Hall roof at a cost £640 (plus vat).

#### **51/18 General Data Protection Regulations**

- (i) **Resolved** for Council Members to receive and accept the request to individually sign the GDPR checklist to confirm that they understand the responsibility for protecting personal data.
- (ii) **Resolved** for Council Members to receive and accept the Councils GDPR consent to hold contact information.

#### **52/18 Outstanding Agreements with 3<sup>rd</sup> Parties**

- (i) **Resolved** to accept that there is a necessity to have a Club house lease. Cllr Pattinson to review the proposed lease and report back at the next full council meeting with any suggested amendments.
- (ii) **Resolved** to accept and approve the Service level agreement for joint services with Wetheral Village Hall.

#### **53/18 External Representation**

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

- (i) Wetheral Village Community Hall Committee meeting minutes circulated- Cllr Higgs
- (ii) Neighbourhood Planning - Cllr Higgs; grant application to be submitted for the funding of a Housing Needs survey, aim to send out prior to Christmas 2018. Two students from William Howard School assisting by photographing houses/buildings of distinctiveness and character. More to follow.
- (iii) Scotby Pavilion, meetings with the architect and contractor, initial savings by examining the specification have reduced the cost to £280,000. There is a shortfall which will be considered at the next Finance meeting.
- (iv) WPFA – request from Cllr Searle (Chairman) to install CCTV in the Clubhouse. **Resolved** to defer consideration until full details of the system are available and how it (the data/system) will be managed. (GDPR & other legislation).

#### **54/18 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) Thank you from Wetheral PCC & St Johns, Cotehill for the donation for graveyard maintenance. (St Leonards)
- (ii) T Haworth, PCSO – report of litter on the village green and fire damage on the riverbank at Wetheral.- **Resolved** to ask the PCSO to attend a future meeting of the Parish Council.
- (iii) Supplier Confirmation received from Contracts finder.
- (iv) CALC – increase in subscription fees. To consider at the next Finance & Grants meeting.
- (v) Notification of listed building status for the Cotehill War memorial.

### **Councillor Matters\***

*An opportunity for Councillors to raise issues, not on this agenda, on behalf of residents in their wards.*

- ***N.B. No decisions can be taken on these matters but the Clerk may make investigations and / or they may be placed on the agenda of a future Council or committee meeting.***

*Weeds at Cumwhinton War Memorial*

*Overgrown footpath between Cotehill & Wath Green*

*Speed watch training taken place in Wetheral with a new approved location- posters to be displayed requesting volunteers.*

*Consultation to take place in Cumwhinton by highways for the installation of a chicane.*

*Thanks to the Vice chairman for tidying the front of Scotby pub. The pub is likely to remain closed until the Autumn.*

*High way overgrown in Warwick on Eden from the Queen Inn.*

*Grass cutting – Cumwhinton.*

**Date of next meeting of the Council –September 12<sup>th</sup> 2018 in Wetheral Village Community Hall**