

Wetheral Parish Council

Minutes of the Annual General Meeting of the Council held on Wednesday,
19th May 2021 at 7.30pm in the Down-a-Gate Community Centre, Warwick Bridge.

PRESENT

Chairman – M. Somers

Councillors

D. Hughes

H. Hughes

B. Earp

G. Round(part)

S. Mossop

J. Dobson

M Higginbotham

S Higgs

Also present

District Cllr M Bowman

Five residents of the Parish (part)

Prior to the business of the meeting all members present completed the Declaration of Acceptance of Office, signed in the presence of the Proper Officer of the council.

MINUTES

01/21 - Election of Chairman

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

Cllr Somers thanked the outgoing Chairman, Cllr Earp for his commitment and diligent work as over the past two year as Chairman and the past 46 years as a Parish Councillor.

02/21 Appoint of Vice Chairman

Resolved to appoint Cllr. C Oliver as Vice Chairman of the Council for the ensuing year. Cllr Oliver was absent from the meeting; **Resolved** to sign the declaration of acceptance of office at the next meeting.

03/21 Members Declaration of Acceptance of Office

Resolved to allow members not present to sign the Declarations of Acceptance of Office, prior to or at the next meeting of the Council.

04/21Apologies for Absence

Resolved apologies for absence were received and accepted from Parish Cllrs Oliver, Evans & Pattinson Also, County Cllrs Marriner & Mallinson & District Cllr Christian.

05/21 Declarations of Interest

- (i) Cllr Higgs declared an interest in items relating to Carlisle City Council.
- (ii) Cllr Bowman declared an interest in items relating to Carlisle City Council

06/21 Request for Dispensation

No requests have been made.

07/21Appointment of Councillors to Council Committees

Resolved to appoint the following.

- (i) Planning Committee, Cllr Hughes, Cllr Round, Cllr Higgs, Cllr H. Hughes & Cllr Earp.
- (ii) Cemetery Committee, Cllr Hughes, Cllr Round, Cllr Oliver, Cllr H Hughes & Cllr Earp
- (iii) Rights of Way, Cllr Somers, Cllr Round, Cllr Oliver, Cllr H Hughes & Cllr Evans
- (iv) Grants & Finance Committee, Cllr Hughes, Cllr Higginbotham, Cllr Pattinson, Cllr H Hughes & Cllr Dobson.
- (v) Personnel Committee To be determined at the next meeting.

(vi) Wetheral Playing Fields Association, Cllrs, Higginbotham, Pattinson, Earp, Round, Oliver & Higgs.

(vii) Jubilee 70 working group – previous members and parish residents. (Not restricted)

NB- due to new members of the Council and ward vacancies, these appointments will be reviewed periodically.

08/21 Appointment of Representatives on Other Bodies:

Resolved to appoint the following;

- Carlisle Parish Council Association- Cllr Higginbotham (Cllr Dobson when meetings resume)
- Community Grants Panel- Wetheral/Great Corby/Houghton & Irthington- Cllrs Higgs, H. Hughes & Dobson.
- Tyne Valley Rail Partnership /user group- Cllr Evans
- Turnmire Common Wetheral- Cllr Oliver
- Hartley Trust Scotby – Cllr Hughes
- Cotehill Sports & Social & Cotehill Village Hall – Cllr Mossop
- Down-a-gate Community Centre Committee- Cllr Earp
- Wetheral Village Hall Committee Cllr Higgs
- Scotby Village Hall Committee – Cllr Somers
- Great Corby Village Association Committee- Cllr Dobson/Earp
- Cumwhinton Village Hall Committee – Cllr Round
- Cumwhinton Play Area Committee- Cllr Round
- Warwick on Eden & Aglionby Memorial Hall Committee- Cllr H Hughes
- Warwick on Eden play area committee- Cllr H Hughes

9/21 Council Meetings Dates for the Year 2021-22

Resolved to accept and approve the proposed dates for the full council meetings for the forthcoming year. (Second, Wednesday of the month)

10/21 Review of and Adoption of Council Procedures

Resolved to accept and adopt the following policies and procedures;

- (i) Councils procedures for handling requests made under Freedom of Information Act
- (ii) Councils Complaints procedure.
- (iii) General Data Protection Regulations (2021)
- (iv) Standing Orders 2021 – to be issued for consideration when updates available.
- (v) Financial Regulations 2021 – to be issued for consideration when updates available.
- (vi) Document Retention Policy.
- (vii) Financial Risk Management & Insurance.
- (viii) Review of the Council's policy for dealing with the press/media

11/21 Annual Return

(i) **Resolved** to approve the Annual Governance Statement for year ending 31st March 2021 and authorise the Chairman to sign Section 1 of the Annual Return for year ending March 31st 2021 on behalf of Wetheral Parish Council.

(ii) **Resolved** to approve the Statement of Accounts for year ending 31st March 2021 and authorise the Chairman to sign Section 2 of the Annual Return for year ending 31st March 2021 on behalf of Wetheral Parish Council.

(iii) **Resolved** to accept notification of Public Rights & Publication of Unaudited Annual Governance & Accountability Return for accounts year ending 31st March 2021 as Monday 14th June to Friday 23rd July 2021

12/21 Minutes of the Council Meeting held on 21st April 2021.

Resolved to authorise the Chairman to sign, as a correct record, the minutes of the meeting held on 21st April 2021.

13/21 Minutes of Committee Meetings & Working Groups

Resolved to receive the minutes of the Planning Committee Meeting held on Monday 10th May 2021 and accept all recommendations therein.

14/21 Bank Reconciliation

(i) **Resolved** to receive and note the bank balances to 30th April 2021.

Current Account £22,576.29

Deposit Account £35,826.13

Cumberland BS £38,238.54

Total in the bank £97,025.28

(ii) Noted – the precept of £152,000 has been received.

15/21. Payment of Accounts

(i) Resolved to authorise payment of the accounts listed in the schedule of cheques dated 19th May 2021. (VIN 28-49) Totalling £37,273.57

16/21 Banking Arrangements

Resolved to authorise the following as bank signatories for the Councils bank accounts;

(i) Cumberland Building Society account; 52240941. Cllrs Hughes, Round & Mrs S Tarrant (no amendments)

(ii) Barclays Accounts -20-45-45 23384225 & 63837629. Cllrs Hughes, Higgs & Mrs S Tarrant (no amendments)

(NB The Clerk is required to be listed as a signatory to be able to access the Councils accounts)

17/21 Clerks Report

Resolved to receive and accept the Clerks report.

18/21 Project update

A verbal update was received;

(i) Scotby Pavilion- hand over hopefully within the next few weeks. No further meetings have been held.

(ii) MUGA, Wetheral Playing Fields, planning application submitted, work scheduled for week commencing 5th July 2021.

(iii) S106 projects relating to Scotby Play area- fencing erected around the play equipment, signage required to prohibit dogs. New toddler play unit will be installed June 2021.

19/21 External Representation

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

(i) Cllr Hughes -Hartley Trust meetings (2), initial meeting was a subgroup to consider the priority items for the new pavilion. Fundraising underway with business plaques, potential of 28 plaques for the sponsor board. Car parking issues, considering enlarging the layby due to sight issues and an alternative entrance to the field on foot.

(ii) Cllr Higginbotham- CALC have met, and considered the impact of a Unitary Authority, assets possibly being sold off?
Councillor Code of Conduct under review. (Carlisle City Council recently issued its new model)
Next meeting of the CPCA Exec -23/06/21.

- (iii) Cllr Higginbotham-WPFA Chairman; response from the Council last meeting – Meeting scheduled for 16th or 30th of June with the WPFA Committee to consider times below.
- a. Milk vending machine on the playing field car park. **Resolved** to seek the views of the Parish residents, an article to be included in the Annual Report due to be distributed.
 - b. Disabled access. –suggestions have been made- to be agreed at the WPFA meeting. The gate is being opened daily until a solution is found.
 - c. Correspondence from the Chairman of Wetheral Village Community hall -re carparking/field gate- Concerns regarding travellers setting up camp in the car park if the gate was removed. Members thought that this was highly unlikely & this was used as an excuse, stressing that Travellers are a minority group and there have been no previous issues in the village. The Chairman stated that there was legislation in place to prevent this from occurring. Cllrs Somers was invited to attend the WPFA meeting.
- All items to be considered at the next Council meeting following the WPFA meeting.

20/21 Consultations

(i) Local Cycling and Walking Infrastructure Plans (LCWIPs) for urban areas across Cumbria.

www.cumbria.gov.uk/planning-environment/cyclingandwalking

Resolved to make personal comments, Cllr Dobson reported that there was no information on the consultation in the specified locations. Clerk to contact the County Council.

(ii) Planning Applications Considered.

a. App 21/0442 LBC/ 210441

The Tempietto, Corby Castle Estate, Great Corby

Erection of a glazed screen

Resolved -No Observations

b. App 21/0468

QEII Elizabeth playing fields, Wetheral.

Installation of a multi-use games area. *Deferred due to additional drawings required.*

21/21 Schedule of Correspondence, Notices and Publications

Resolved to receive and note schedule of correspondence, notices and publications received since the last meeting and not on the agenda.

- (i) Request to hold a joint open-air service of Wetheral parish Church & Wetheral Methodist Church on Sunday 18th July 2021. **Resolved** to approve.
- (ii) Cumbria County Council- notification of informal consultation. Speed restrictions of 30 mph on Plains Rd, Wetheral, Wetheral Pasture & Aglionby.

Next meeting June 9th June 2021, in the 1st floor meeting room, Wetheral Village Community hall.

