

**Minutes of the Annual Meeting of St Bees Parish Council held on
Monday 16 May 2016 at 6.30pm in the Village Hall**

PRESENT: Cllrs D Sim (in the Chair), N Bettinson, J Haile, T Kelly, F Kennedy, J Mellor,
H Monaghan, M Riley, N Smart and the Clerk

In attendance: Cllr H Wormstrup, County Councillor Egremont North/St Bees
Mr A Oldham, Internal Auditor (Agenda item 7)

87/16 ELECTION OF CHAIRMAN/VICE CHAIRMAN

Nominations were sought for the office of Chairman for the coming year.

It was RESOLVED that Cllr Sim be elected as Chairman for 2016/17 (proposed by Cllr Kennedy, seconded by Cllr Bettinson).

Cllr Sim then signed the Declaration of Acceptance of Office as Chairman.

Nominations were sought for the office of Vice-Chairman for 2016/17

It was RESOLVED that Cllr G Gilmour be elected as Vice Chairman (proposed by Cllr Bettinson, seconded by Cllr Haile).

88/16 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs P Argyle, G Gilmour, D Millington, C Robson.

89/16 DISPENSATIONS & DECLARATIONS OF INTEREST

No declarations were made.

90/16 PUBLIC PARTICIPATION

A question was asked about the repair/replacement of the concrete bridge at Sea Mill which had been damaged by winter storms. The Chairman explained that CCC hoped to replace the bridge in a slightly different position to make it less vulnerable to storm damage but there was no information on the timescales for the work. It was noted that people were still using the bridge despite closure notices and it was suggested that perhaps some temporary steps could be erected. Cllr Wormstrup agreed to follow this up.

91/16 MINUTES OF THE MEETING HELD ON 18 APRIL 2016

It was RESOLVED that the minutes of the meeting on 18 April 2016 be approved as a true record and signed by the Chairman, subject to an amendment to minute 71/16 to change 'verge' to 'pavement'.

92/16 CCC ISSUES

Cllr Wormstrup reported on the current position with drainage problems at Rottington and the street light on Coach Rd. Work had begun on carriageway repairs on the High House/Linethwaite road and further resurfacing was planned for later in the year.

It was noted that representatives of CCC and Highways had met the Village School and would be carrying out an assessment of the need for a school crossing patrol. The Village School was looking at sources of funding as CCC would not be able to fund the crossing patrol even if the assessment confirmed that it met the criteria.

Cllr Millington had attended a further meeting to consider the possibility of a limited bus service. His report on the outcome of the meeting was received and noted.

It was noted that Highways had completed the work at the junction of Sea Mill Lane and Main Street to reduce the risk of water running off into Sea Mill Lane.

It was RESOLVED to write to Highways to thank them for carrying out the work efficiently and within the promised timescales.

Cllr Wormstrup then left the meeting.

93/16 FINANCE & RISK MANAGEMENT

(a) Internal Audit Report

Mr Oldham presented his report for 2015/16 which concluded that the council had maintained an adequate system of internal controls during the year. He had made some recommendations for changes to the budgeting process and evidencing compliance with the financial regulations which would be considered by the Finance & Risk Advisory Group.

The Chairman thanked Mr Oldham for his report.

(b) Asset Register

The asset register at 31 March 2016 was received and noted. It was noted that the speed gun was now kept by the Speedwatch co-ordinator.

(c) Annual Accounts 2015/16 & Annual Return

(i) The Annual Governance Statement was considered.

It was RESOLVED that the Annual Governance Statement be agreed and signed by the Chairman.

(ii) The summary of accounts for 2015/16 was received.

It was RESOLVED that the accounts for 2015/16 be approved and signed by the Chairman.

(d) Appointment of Internal Auditor for 2016/17

It was RESOLVED that Mr A Oldham be invited to act as Internal Auditor for 2016/17.

(e) Insurance

The council had agreed a three year arrangement with AON UK last year. The renewal premium for 2016/17 was £1187.18.

It was RESOLVED that the policy be renewed at a cost of £1187.18.

(f) Bank Mandate

It was RESOLVED that the cheque signatories for the coming year would be Cllrs Sim, Kennedy, Millington, Riley, Monaghan and the Clerk.

(g) Financial Report for April 2016

Cllrs Sim & Bettinson declared an interest in the discussion of the donation as Trustees of the Pagan Trust and Cllr Kennedy declared an interest as a member of the Village Hall Committee.

A summary of accounts at 30 April was received and noted.

The precept and council tax reduction scheme grant had not been received until early May. A donation of £600 had been received from Mr D Brownrigg from sales of the calendar. He had asked that £300 be used towards Village in Bloom activities and he had suggested that the remaining £300 be used to support the Village Hall. Councillors agreed that this would be appropriate.

It was noted that small business relief had been claimed on the NNDR for Station car park. This had been applied retrospectively following the deletion of the toilets from the rating list and a refund was being processed.

(h) Payments

It was RESOLVED that the following payments be approved:

- Chq 002201 Egremont Town Council – contribution to West Copeland Partnership Lengthsman Scheme 2016/17 Total £1164.00

- Chq 002202 AON UK Ltd – insurance renewal £1187.18
- Chq 002203 J Donaldson – salary (net) May 2016 - £509.15
- Thomas Milburn Property Ltd – toilet service May £583.33 + £116.67 VAT Total £700.00 (to be paid by SO)
- Answer 4 You – answering service £9.76 + £1.95 VAT Total £11.71 (to be paid by direct debit on 17/05/16)

94/16 APPOINTMENT OF COMMITTEES/ADVISORY GROUPS & REPRESENTATIVES TO OUTSIDE BODIES

It was **RESOLVED** that committee/advisory group membership for 2016/17 be as follows:

Allotment Committee	F Kennedy, P Argyle, N Bettinson + K James (allotment holder)
Traffic Calming Committee	D Millington, D Sim, F Kennedy, J Mellor, H Monaghan + community representatives
Beach Committee	D Sim, P Argyle, F Kennedy, C Robson, + community representatives
Village in Bloom Committee	N Smart + community volunteers
Planning Advisory Group	P Argyle, G Gilmour, F Kennedy, M Riley
Finance & Risk Advisory Group	T Kelly, F Kennedy, M Riley, D Sim
Beach Play Area Inspection Team	M Riley, P Argyle, H Monaghan, C Robson, D Sim, T Kelly, F Kennedy, H Strong (volunteer)
Beach Toilets	C Robson, N Bettinson, P Argyle, H Monaghan
Cycle Track Project Group	M Riley, D Sim, H Strong, T Kelly + representatives of Whitehaven Town Council
St Bees School Working Group	D Sim, N Smart, G Gilmour, C Robson, F Kennedy, N Bettinson

It was further **RESOLVED** that the following representatives be appointed to other bodies:

Adams Recreation Ground Committee	F Kennedy
Shepards & Whitehead Charity	N Bettinson
Friends of the Priory	N Bettinson
West Copeland Partnership	G Gilmour
Village Hall Committee	F Kennedy, J Mellor
Village School	F Kennedy
West Cumbria Sites Stakeholder Group	D Sim (deputy G Gilmour)
North Copeland Coastal Communities Team	M Riley

95/16 LEAD RESPONSIBILITIES

It was **RESOLVED** that the lead responsibilities for 2016/17 be as follows:

Nuclear Issues	G Gilmour, N Smart
Commons	D Sim
Footpaths	C Robson
Web-site	D Sim
Priory Paddock	N Bettinson
Media relations	C Robson
Speedwatch	J Mellor
Station car park	D Millington
Tree Planting	N Bettinson

96/16 ST BEES SCHOOL**Cllr Kelly declared an interest in this item as Clerk to the Governors of St Bees School**

Cllr Kelly reported that the company accounts for St Bees School and St Bees Enterprises had been signed off and submitted to Companies House. The Management Centre had now re-opened and West Cumbria Mining had rented the Head's residence on a short-term basis as staff accommodation. The sports hall and other facilities were being continuing to be let to local groups.

The Board was now considering the expressions of interest received following the advertisement in the Times Ed. A second newsletter was being produced and it was hoped to hold an open day shortly when members of the public could look around the school and meet the trustees.

People were using the school fields for walking their dogs and the Governors were anxious to prevent dogs running free and fouling the field as the sports facilities were still being used by other schools and local groups.

97/16 CASUAL VACANCY

It was noted that Michael Davies had resigned as a Parish Councillor since the last meeting. The statutory notice had been posted. If no election was requested, the parish council would be asked to fill the vacancy by co-option.

98/16 PROJECT REPORTS**(a) Beach Regeneration**

CBC had confirmed that there was no objection to installing a new seat in the play area and an order was now being placed. The new seat had been installed on the toddler swings.

A lady who holidays in St Bees had offered to do face-painting for children at the beach area. It was agreed to suggest that she contacts CBC which is responsible for licensing all activities at the beach.

(b) Traffic Calming/Speedwatch

Two more volunteers had joined the Speedwatch rota and a request for more volunteers would be made through the Facebook page. A rota had been drawn up for the next few months.

(c) Community Events

Planning would begin shortly for a Freshers-style event in September when local clubs and societies in the village could promote their activities. It was suggested that a venue such as the Memorial Hall might be appropriate and it could take place at a weekend. It was agreed to include this on the agenda for next month.

(d) Tree Planting

A representative from Cumbria Wildlife Trust had visited the Adams Recreation Ground to look at the work being done as part of the Nu-Gen project. He had also visited Priory Paddock and been impressed with the area. Nu-Gen were organising a brunch event on 3 June for those involved with their Green Grant Projects. Cllrs Bettinson and Kennedy would attend on behalf of the council.

(e) St Bees – Whitehaven Cycle Path

Following Mike Davies' resignation Cllr Riley had offered to join the project group and would become the project leader. A formal request had been made to Copeland Community Fund for an increase in the funding towards the feasibility study. It was hoped to have a decision before the end of the month.

It was RESOLVED to authorise the Chairman to sign the formal grant acceptance, if appropriate, and to finalise the contract with the preferred bidder.

99/16 WEST CUMBRIA SITES STAKEHOLDER GROUP

The Chairman reported that the council's application to become a member of the West Cumbria Sites Stakeholder Group had been accepted.

It was RESOLVED that Cllr Sim represent the council with Cllr Gilmour acting as deputy.

100/16 NHS SUCCESS REGIME

Cllr Gilmour's report on the stakeholder event on 3 May was received and noted.

101/16 STREET LIGHTING – ROTTINGTON

Two new lighting columns had been installed in Rottington to replace the pole-mounted lights which had been removed as part of the ENW programme. These were now awaiting connection.

CBC had also notified their intention to remove column 151 near High House at Rottington. This was deemed to be beyond repair and under CBC's new policy would not be replaced unless the parish council or other third party agreed to meet the installation cost of £1200 and accept responsibility for on-going maintenance. It was noted that the column was on the very edge of the settlement.

It was RESOLVED not to fund the replacement of the light.

102/16 BEACH RD FOOTPATH

It was noted that the resurfacing was now complete and several residents had expressed their thanks for the work. Some work would now be done by volunteers to complete the reinstatement of the grassed edges of the path.

103/16 WEST COPELAND PARTNERSHIP

A separate meeting was to be held on 7 June to enable the members of the Partnership to develop their thoughts on legacy proposals which would meet the Partnership's priorities. Cllr Gilmour was unable to attend and Cllr Smart would represent the council.

104/16 CLERK'S REPORT

The Clerk's report was received and the following points were noted:

- One allotment tenant had given up her plot. This would now be offered to the next person on the waiting list.
- There had been a further problem with drainage at Priory Paddock and the contractor had been asked to carry out a repair.
- The Clerk had met the Land Agent for Nu-Gen to discuss their interest in land owned by the parish council which might be required during construction work on the railway.

105/16 PLANNING**(a) New planning applications**

No new applications had been received for comment since the last meeting.

(b) Applications approved

It was noted that the following application had been approved by CBC:-

Ref 4/16/2056 /0F1 Alterations and extensions – 35 Seacroft Drive St Bees

It was noted that CBC had forwarded the comments of Cumbria Highways on the application for the sub-division of Lonsdale Terrace to individual dwellings. Conditions had been recommended to ensure that parking was available on the site for construction vehicles and that in the longer term parking spaces could not be reduced without permission.

106/16 CBC MATTERS

Cllr Hill had indicated that in future he would be providing written reports on CBC matters but would attend meetings if there were particular matters which the parish council wished to discuss with him. Cllr Hill's report for the month was received and noted.

107/16 REPORT FROM COMMUNITY POLICE OFFICER

A written report had been received from PCSO Watson. It was noted that there had been several reports since the last meeting including three traffic collisions, three reports of anti-social behaviour and two suspicious incidents.

108/16 CORRESPONDENCE

- (a) Details had been received of a conference on managing the risk and impact of regional flooding to be held in Central Manchester on 8 June. Noted.
- (b) Notification had been received of the date of the next West Cumbria Community Forum to be held on 20 May 10am -12 noon at Cleator Moor Civic Hall. Noted.
- (c) Details had been received of the new number for the Highways Hotline – 0300 303 2992. Faults could still be reported on line via the CCC web-site. Noted.
- (d) Correspondence had been received from the NDA outlining the range of documents recently published online following the National Geological Screening consultation. The documents could be seen at www.gov.uk/government/consultations/public-consultation-on-national-geological-screening. DECC had also published the independent review panel's report on the NGS exercise. Noted.
- (e) An email had been received from a resident of the Beach Estate opposing any plans by CBC to include part of the beach car park as potential development land. Noted.
- (f) An invitation had been received from United Utilities to a drought consultation event at Energen on 18 May 9.30 - 12.30pm. Noted.
- (g) CCC was re-consulting on the request for a scoping opinion by West Cumbria Mining following some minor amendments to their plans. A copy had been passed to Cllr Bettinson.
- (h) An invitation had been received from Copeland Rail Users Group to a meeting on 28 May when there would be an opportunity to meet Arriva North Manager, Craig Harrop. Noted.
- (i) Notification had been received from Cumbria Highways of a temporary 40mph limit at Dunmail Raise, Thirlmere from 15 May for approx. 18 months. Noted.
- (j) Details had been received of Nu-Gen's Stage 2 consultation to start on 14 May for 11 weeks. There would be events across the area with an event at the Whitelaw Building on 18 May. Noted.
- (k) A Copeland resident had sent a copy of a complaint made to CBC about maladministration in allowing a private company to enforce parking charges without the appropriate permissions. He had also begun an e-petition on the same subject. Noted.
- (l) A letter had been received from the Open Spaces Society seeking donations to support their campaign to register rights of way before the cut-off date. Noted.

ITEMS FOR INFORMATION

Cumbria Wildlife Trust –eNewsletter May 2016

CALC Circular May 2016

West Cumbria Mining Update

Tidelines – Solway Firth Partnership Newsletter

Conserving Lakeland (Friends of the Lake District magazine) Spring/summer 2016

109/16 MEETING CALENDAR 2016/17

It was RESOLVED that meetings continue to take place on the third Monday of each month (excluding August) with the next meeting being MONDAY 20 JUNE 2016 at 6.30pm.

Signed.....

Date.....