

**Minutes of the Annual Meeting of St Bees Parish Council held on
Monday 15 May 2017 at 7.15pm in the Village Hall**

PRESENT: Cllrs D Sim (in the Chair), P Argyle, N Bettinson, G Gilmour, J Haile, T Kelly, J Lockie, J Mellor, D Millington, H Monaghan, M Riley & the Clerk

In attendance: Mr A Oldham, Internal Auditor (agenda item 6)
Cllr C Whiteside, County Councillor for Egremont North/St Bees

71/17 ELECTION OF CHAIRMAN/VICE CHAIRMAN

(a) Nominations were sought for the office of Chairman for 2017/18.

It was RESOLVED that Cllr Sim be re-elected as Chairman for 2017/18 (nominated by Cllr Bettinson, seconded by Cllr Argyle)

Cllr Sim then signed the Declaration of Acceptance of Office.

(b) Nominations were sought for the office of Vice Chairman for 2017/18.

It was RESOLVED that Cllr Gilmour be re-elected as Vice Chairman for 2017/18 (nominated by Cllr Monaghan, seconded by Cllr Millington).

Cllr Gilmour then signed the Declaration of Acceptance of Office.

72/17 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs F Kennedy and C Robson.

73/17 DISPENSATIONS & DECLARATIONS OF INTEREST

Cllr Kelly declared a non-pecuniary interest in agenda item 10 St Bees School, as Clerk to the Trustees of the School.

74/17 PUBLIC PARTICIPATION

A member of the public had raised concerns about cars parking on the pavement on the lower part of High House Rd. The parked vehicles were preventing pedestrians from using the pavement and were forcing people to walk into the road. This was posing a danger to all pedestrians but particularly vulnerable people and those with pushchairs/prams. It was noted that this was becoming a problem throughout the village.

It was RESOLVED to ask the police to take action to keep the pavement clear for pedestrian use.

75/17 MINUTES OF THE MEETING HELD ON 24 APRIL 2017

It was RESOLVED that the minutes of the meeting on 24 April be approved as a true record and signed by the Chairman.

76/17 FINANCE & RISK MANAGEMENT

(a) Internal Audit Report 2016/17

Mr Oldham presented his report for 2016/17. He was satisfied that the council had maintained an adequate system of internal controls during the year. He welcomed the Parish Council's move to create a 3 year budget programme and had made some recommendations to further improve the financial systems.

It was agreed that the report and its recommendations would be considered by the Finance & Risk Assessment Group at its next meeting.

Councillors thanked Mr Oldham for his report.

(b) Asset Register

The asset register at 31 March 2017 was received and noted.

(c) Accounts 2016/17 & 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 Annual Accounting Statement for 2016/17 was received.

It was RESOLVED that the accounting statement for 2016/17 be approved and signed by the Chairman.

(iii) A detailed breakdown of receipts and expenditure for 2016/17 was received together with a breakdown of funds carried over. It was noted that total expenditure in the year was £54159.67 and receipts totalled £56927.92.

(d) Appointment of Internal Auditor for 2017/18

It was RESOLVED that Mr Andrew Oldham be appointed as Internal Auditor for 2017/18.

(e) Insurance

It was noted that the insurance was due for renewal on 1 June. This was the last year of a three year long term agreement with AON UK.

It was RESOLVED that the insurance policy be renewed at a premium of £1242.11

(f) Bank Mandate

It was RESOLVED that the cheque signatories for 2017/18 remain unchanged (Cllrs Sim, Millington, Kennedy, Monaghan, Riley and the Clerk).

(g) Monthly Financial Report

The summary of accounts at the end of April was received (copy attached to the minutes). It was noted that the precept had been received in full.

(h) Donation request

The Chairman reported that following the last meeting further discussions had taken place to explore the options for local organisations to share the tables which the Garden Society were hoping to purchase. The tables would be too large for the Village Hall's requirements but would be appropriate for events such as the Village School's Fun Day. Whilst the Parish Council's donations budget was not sufficient to meet the total sum required by the Garden Society it was suggested that a donation would help the Society to begin the programme of replacing their old tables.

It was RESOLVED that tables to the value of £700 be purchased and donated to St Bees Garden Society on condition that the tables were made available for loan to other groups within the parish.

(i) Payments

It was RESOLVED that the following payments be approved:

- Chq no 002299 CALC – subscription 2017/18 Total £287.64
- Chq no 002300 J Donaldson – salary (net) May 2017 £635.48
- Chq no 002301 AON UK – insurance renewal Total £1242.11
- Thomas Milburn Property Ltd – toilet service May £583.33 + £116.67 VAT Total £700.00 (to be paid by SO)
- Answer4 You – answering service £8.80 +£1.76 VAT Total £10.56 (due to be paid by direct debit on 17/05/17)

77/17 APPOINTMENT OF COMMITTEES/ADVISORY GROUPS & REPRESENTATIVES TO OUTSIDE BODIES

It was RESOLVED that committee/advisory group membership for 2017/18 be as follows:

Beach Regeneration Committee	D Sim, P Argyle, F Kennedy, C Robson & community reps
Allotment Committee	F Kennedy, N Bettinson, P Argyle, K James (allotment holder)
Traffic Calming Committee	D Millington, D Sim, F Kennedy, J Mellor, H Monaghan & community reps
Village in Bloom	N Smart, K Nesbitt, D Robinson, E Smith, E Todd, A Rule, P Hindson, B Hewetson
Planning Advisory Group	G Gilmour, F Kennedy, P Argyle, M Riley
FRAG	T Kelly, D Sim, F Kennedy, M Riley, J Lockie
Beach Toilets	C Robson, N Bettinson, P Argyle, H Monaghan
Cycle Track Project Group	M Riley, D Sim, H Strong, T Kelly + reps from Whitehaven TC
St Bees School Working Group	D Sim, N Smart, G Gilmour, C Robson, F Kennedy, N Bettinson
Play area inspection team	P Argyle, D Sim, H Monaghan, H Strong, M Riley, T Kelly, C Robson, F Kennedy

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
A595 Group	J Mellor, H Monaghan, P Argyle

78/17 LEAD RESPONSIBILITIES

It was RESOLVED that lead responsibilities for 207/18 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
Play area inspection co-ordinator	H Monaghan
Station car park extension	D Millington
Tree Planting	N Bettinson

79/17 ST BEES SCHOOL

Cllr Kelly reported that a new Headmaster had been appointed. Jeremy Hallows, currently Head of Senior School at Bromsgrove School, would take up his post in September. It was anticipated that other key posts would be filled during July and August.

80/17 COUNTY COUNCIL ISSUES

On behalf of the council, the Chairman welcomed Chris Whiteside following his recent election as County Councillor for the Egremont North/St Bees division and looked forward to working with him over the coming four years. Councillors also expressed their thanks to Henry Wormstrup, the previous county councillor, for his hard work and support during his term of office.

It was RESOLVED to send a letter to Mr Wormstrup expressing the council's appreciation of his work for the residents of the parish.

Some concern was expressed by councillors at the lack of notice of the closure of Outrigg for patching and surface dressing. The road closure had caused considerable disruption for staff and parents trying to reach the Village School and residents had experienced difficulty in getting cars in and out of their properties. The Clerk had contacted Cumbria Highways who had promised to look at repositioning the barriers over the weekend to allow residents better access. It was noted that when a call had been made to the Highways hotline number that morning the call had been answered by a member of staff in Eden who was not aware of the problem. Cllr Whiteside undertook to take up these issues with staff at Cumbria Highways.

There had also been a problem with the verge alongside Beach Rd which had not been properly reinstated following utility work. Highways had been asked to investigate and the Clerk would contact them again to check what action was being taken.

It was reported that parking between the Station Rd junction and the Priory was causing some problems for traffic travelling through the chicane. However, it was noted that parking restrictions in this area would cause problems for those attending services at the Priory.

81/17 PROJECT REPORTS**(a) Beach Regeneration**

There was no progress to report.

(b) Traffic Calming/Speedwatch

Cllr Mellor reported that the Speedwatch rota had been updated and now covered the period to the end of October. Several early morning sessions had taken place and a number of vehicles had been found to be travelling in excess of the speed limit.

A further meeting of the A595 Group had taken place where the aims and objectives had been discussed. The main aim of the Group was to make the A595 the route of choice for Sellafield traffic, thus reducing the use of roads through villages. The Group was supportive of Community Speedwatch Schemes and would collect as much information as possible from a variety of sources to influence the A595 Liaison Group. The current focus was on changing driver behaviour.

Cllr Whiteside asked whether the parish council had a view on the proposed traffic scheme for Beckermat and how this might affect St Bees. The Chairman explained that the Parish Council had not been consulted on the proposed scheme and would be interested to know what modelling had been done to predict the likely impact on other roads in the wider area.

It was noted that no reply had been received to the latest letter to Sellafield Ltd about contractors' vans travelling through the village. It was also pointed out that there had been no further information on the Sellafield Travel and Transport Plan.

It was RESOLVED to send a further letter to Sellafield Ltd seeking information on the action being taken to stop contractors' vans using the B5345 and to tackle the wider traffic issues.

(c) Community Events

The Village School Association would be holding their Family Fun Day on Saturday 17 June with the traditional fancy dress parade along Main Street/Finkle Street. The road would be closed to traffic during the parade.

(d) Tree Planting

It was noted that some of the newly planted trees and gorse were showing signs of stress in the dry weather but it was hoped that they would recover with the rain today.

(e) St Bees – Whitehaven Cycle Track

The Chairman gave a brief report on on-going discussions with landowners and stakeholders.

(f) Priory Paddock Pond Project

An order was being placed for pond dipping equipment which would be paid for by a donation from the Friends of the Priory.

82/17 REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

Cllr Gilmour reported that he had been unable to attend the last meeting of West Copeland Partnership when the lengthsman scheme had been discussed. However, a decision on the Partnership's contribution to the scheme had been postponed until the next meeting.

Cllr Gilmour also gave a brief report on the Members' Briefing on the Moorside Project which had been well attended. The future of the project remained unclear and it was uncertain whether the generic design assessment process would need to begin again if other partners joined the consortium.

83/17 CLERK'S REPORT

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

- Lengthsman apprentice – Ian Ferguson had now successfully completed his apprenticeship with the scheme.
- Waste water plant, Nethertown Rd – problems had been reported of water escaping from the plant on two separate occasions. The Clerk had reported the latest problem to United Utilities and they had sent out an inspector to investigate.
- Former Highways Depot, Orgill – the future of the former depot was raised by a member of the public at the last meeting. The Clerk had checked the situation and confirmed that the land had been acquired by Reays Coaches. There was no further information at this stage on its potential use but any significant change in use (eg a park and ride facility) would need planning consent and there would be an opportunity for public consultation.
- Play area repair – it had been noted that the bearing unit on the roundabout was showing signs of wear. A new unit had been ordered with an expected delivery time of 2-3 weeks.
- An application had been submitted for the Village of the Year competition being organised by Channel 4.

84/17 PLANNING**(a) New planning applications**

The Planning Advisory Group reported on the following application received for comment:

- Ref 4/17/2165/0F1 Various tree works within the conservation area
Fern Bank, High House Rd, St Bees

It was RESOLVED that there were no objections to this application.

(b) Applications approved by CBC:-

4/17/2098/0F1 Demolish existing kitchen extension & garage, replace with new kitchen/diner/snug, garage and bathroom extension – 76 Main Street, St Bees

85/17 CBC ISSUES

A written report from Cllr Hill was received and noted. The Clerk was asked to seek further information from CBC on progress with the Site Allocations Plan Cllr Hill had also provided copies of the CBC Members' Update and these had been circulated by email together with CBC's Summary of Achievements 2016/17.

The road closure on Outrigg had affected the regular bin collection but CBC was working to arrange a bin collection this week.

86/17 REPORT FROM COMMUNITY POLICE OFFICER

The report from the PCSO for the month of April was received and noted.

Following the request at the last meeting for more information on locations of highways incidents, the PCSO had replied that no further information could be given. Cumbria Constabulary had written to CALC to say that the template report used in West Cumbria would be adopted county-wide.

87/17 CORRESPONDENCE

(a) Details had been received from ACT of a Community Buildings course to be held at Parton Village Hall on 22 June. Noted.

(b) A copy of the Mayor's statement on the Moorside Strategic Review had been received and circulated to councillors by email.

(c) NALC Chief Executive's Bulletin No 16 had been received listing possible questions to be put to parliamentary candidates, announcing publication of the new edition of the Good Councillor Guide and giving details of the updating of LTN 28 on Basic Charity Law. Noted.

(d) The Colourful Coast Project Officer had provided notes of West Cumbria Mining Local Liaison meeting. Noted.

(e) Copeland Community Fund was holding an event on 5 June at Whitehaven Golf Course to celebrate and reward local volunteers. Noted.

(f) A letter had been received from the Open Spaces Society seeking donations towards their work in saving green spaces. Noted.

(g) Plantlife (wild plant conservation charity) had provided details of their project to encourage people in and around the Lake District to become better acquainted with plantlife on their doorstep. Noted.

(h) Notification had been received from CBC of the closure of Main St/Finkle St on 17 June from 12.45 to 13.40pm to allow for the Family Fun Day procession. Noted.

ITEMS FOR INFORMATION

Cumbria Wildlife Trust –e-Newsletter May 2017

Coastal Access Monthly update – April 2017

CALC Circular May 2017 & training dates

88/17 ITEMS FOR INFORMATION

There had been a suggestion that a defibrillator for community use could be installed at the main beach area. It was agreed that preliminary discussions should take place with the First Responders and the Ambulance service and the matter would then be included on the agenda for consideration at a future meeting.

89/17 CALENDAR OF MEETINGS 2017/18

The draft meeting calendar for 2017/18 was received.

It was RESOLVED that meetings continue to take place on the 3rd Monday of each month (excluding August) and that the next meeting take place on MONDAY 19 JUNE 2017 at 6.30pm.

Signed.....

Date.....