

Clerk: Christine Adams

17 May 2017

Dear Members of Duddon Parish Council,

You are hereby summoned to attend the AGM of Duddon Parish Council to be held in the Victory Hall Rankin Room, Broughton in Furness on Thursday 25 May 2017 at **19.30pm**

AGM Agenda

- 1. Election of chairman for the year 2017/2018.**
- 2. To receive the chairman's declaration of office.**
- 3. To appoint a vice chairman for the year 2017/18.**
- 4. Apologies**
To receive apologies for absence.
- 5. Requests for Dispensations**
The clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.
- 6. Declarations of Interest**
To receive declarations by elected and co-opted members of interests in respect of items on this agenda. Members are reminded that, in accordance with the revised Code of Conduc they are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting.)
- 7. To consider if there are any items on the agenda from which the press and public should be excluded.**
- 8. Minutes**
To authorise the chair to sign the minutes of the Ordinary meeting of the Council held on 27 April 2017
- 9. Cllr Vacancy**
 - a) To give consideration to applications to fill the casual vacancy.
 - b) New Cllr to sign Declaration of Acceptance of Office.
- 10. Public Participation**
 - a) Local Police Report
 - b) County Cllr report
 - c) Community Led Plan update
 - d) Residents are invited to give their views on items on this agenda or raise issues for future agendas. Please note that public participation is limited to a total of 15mins at the Chairs discretion.
- 11. Standing Orders, Code of Conduct and Financial Regulations (Available to view on www.duddonparishcouncil.org.uk)**
 - a) To consider adopting the standing orders
 - b) To consider adopting the financial regulations
 - c) Code of conduct

12. To appoint committees for 2017/18

- a) Finance Committee
- b) Planning Committee (If the council think a planning committee is necessary).
- c) Assets Committee
- d) Community Led Plan Committee

13. Charities

- a) To consider that Cllr Knowles, Cllr Albion, Cllr Glessal, Cllr Downe, Cllr Glessal and Cllr Johnson remain as trustees for the The Brown Cow- (Proceeds) and Cllr Knowles, Cllr Glessal and Cllr Johnson are the signatories on the bank mandate.
- b) To consider that Cllr Knowles, Cllr Albion, and Cllr Glessal remain as trustees for the The Garner Grave The Garner Grave Fund and Brown Cow- (Proceeds) and Cllr Knowles, Cllr Albion and Cllr Glessal are the signatories on the bank mandate.
- c) Cllr Knowles to give an update on the Edward Postlethwaite and Mabel Barker charity.

14. Calendar of Meetings

To approve the attached Calendar of Meetings

15. Victory Hall

Cllr Knowles to give details of the AGM for the Victory Hall including subjects to be discussed at the AGM.

16. Verge Maintenance

To give consideration to the Parish Council to undertake verge maintenance within all or part of our Parish as per the guidance from Cumbria County Council.

17. Allotment Field

To give consideration to allotment holders to have a well on their own allotment.

18. Parish Lengths man

To consider any areas in need of attention by the Parish Lengths man.

19. Planning Application (Available to view on www.lakedistrict.gov.uk)

7/2017/5286 – Field northwest of Ulpha Water Treatment Works, Ulpha, LA20 6DZ

Temporary construction compound at Ulpha Water Treatment Works in association with a scheme to undertake essential maintenance works at Seathwaite Tarn Impounding Reservoir.

Notice of Grant of Planning Permission

7/2017/5108 – Syke End, Church Street, Broughton-in-Furness LA20 6ER

7/2017/5109 – Syke End, Church Street, Broughton-in-Furness LA20 6ER

7/2017/5056 – The Griffin, Griffin Street, Broughton-in-Furness LA20 6HH

7/2017/5090 – The Barn, Brade Street, Broughton-in-Furness LA20 6HG

For Information only

7/2017/5270 – Triangular patch of Larch wood extending to 2 acres to the Sought of Hawkes Bridge, on the edge of Broughton Moor forest.

20 Financial Matters

To authorise payment of accounts (schedule attached).

21. Correspondence

To note items of correspondence.

22 Councillors Reports

Each Cllr is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Cllrs are respectfully reminded that this is not an opportunity for debate or decision making.

23. District Cllr's Report

24. Date of Next Meeting

To note that the next meeting council meeting is 23rd June 2016

Signed:

Christine Adams

Parish Clerk
Duddon Parish Council

Draft Minutes April 2017DUDDON PARISH COUNCIL

Minutes of the meeting held on Thursday 27 April 2017 in the Rankin Room Victory Hall, Broughton-in-Furness

Peter Hosking from Cumbria County Council was in attendance and discussions included the footpath at Foxfield, verge maintenance, street lighting, Wreaks End Quarry and various highway issues were reported to him.

- Present** Cllr G Albion, Cllr J Curwen, Cllr A Downe, Cllr C Edmondson, Cllr Glessal, Cllr E Knowles, Cllr Longworth and Cllr G Pitts.
- 62/17 Apologies**
Resolved to accept apologies from Cllr J Johnson
- 63/17 Requests for Dispensations**
Resolved to note that there were no requests for dispensations.
- 64/17 Declaration of Interests**
Resolved to note that there were no Declaration of interests.
- 65/17 To consider if there are any items on the agenda from which the press and public should be excluded.**
Resolved that no items are to be discussed in private.
- 66/17 Minutes**
Resolved that the minutes of the meeting held on Thursday 23 March 2017 be signed by the chair as a true record.
- 67/17 Cllr Vacancy**
 There were no applications to fill the vacancy.
- 68/17 Public Participation.**
- a) Police were not in attendance but an e-mail to the clerk advising how the No Cold Calling Zones work but can only go ahead with the approval and agreement of local residents and the area included has to be identifiable and contained. The clerk will look into this further.
 - b) Cllr David Fletcher was not in attendance but had sent his apologies.
 - c) Public – Concern was raised about the condition of a black door at the bottom of Keppleway
 Concern was raised about the notice board at the bottom of Prince Street having out of date posters on it and also advertisements that are not relevant to this Parish. The Parish Council were asked if there was any updates on traffic calming.
- 69/17 Progress Reports**
- a) Community Led Plan – The clerk had received an update from The Community Led Plan Steering Group and it was agreed that the update would be forwarded on to all Cllrs and also J Rigg.
 - b) Sale of land at Foxfield – The clerk has received a letter from Land Registry advising that they have requested an Ordnance Survey visit to obtain information to update their records.
 - c) In House Training – We are just waiting for some dates from the trainers.

- 70/17 Victory Hall**
Re-consideration was given to the quotes for the replacement main door as the one chosen last month could not have a keypad lock on. **Resolved** to have door which could have a keypad lock on which will still be supplied by Elegant Products Ltd.
- 71/17 Wilson Park**
Consideration was given to a request from Burma Company Cumbria AFC to camp in Wilson Park for weekend 28-30 April 2017. **Resolved** that permission be granted for the event. It was noted that the request had not been received in time for the March meeting hence the extremely short notice for the permission being granted.
- 72/17. Street lighting**
Consideration was given to the quotes for the replacement street light on Keppleway Hill. **Resolved** that Cumbria County Council will be asked to replace the street light. The remainder of The District Cllrs budget being £385 will be put towards the light and the District Cllr will donate his 2017/18 budget of £500 towards the light. The remainder will be sought from CGP.
- 73/17 Public Toilets**
a) There is still only one quote for the honesty boxes of £200 per box. The second quote has still not been submitted to the Parish Council. In order that we can progress this matter it was Resolved that Toni Sanders will be asked to install the honesty boxes.
b) There was further discussion about the revamping of the toilets. Resolved that once the honesty boxes are in place then Healthmatic can start the revamping of the toilets.
- 74/17 Election of Parish Member to the Lake District National Park Authority**
Consideration was given to nominating a candidate for Election of Parish Member to the Lake District National Park Authority. **Resolved** to nominate Cllr G Pitts
- 75/17 Verge Maintenance**
Resolved to adjourn this until the next meeting as the Parish do not have enough information to make a decision.
- 76/17 Planning Applications**
7/2017/5185 Hoses Farm, Broughton in Furness, Cumbria LA20 6BA
Extension to existing agricultural building – No objections.
SL/2017/0283 – The Birches, Foxfield, Broughton in Furness.
Replacement Dwelling – No objections.
Notice of Listed Building Consent
7/2017/5037 – 5 The Square, Broughton-in-Furness LA20 6JF
Certificate of Lawful Use or Development
The Barn, Low Kiln Bank
Notice of Approval of Development
7/2017/5029 – Small Woodland SE of Broughton-in-Furness
7/2017/5036 – 5 The Square, Broughton-in-Furness LA20 6JF
7/2017/5828 – Wood House, Broughton-in-Furness LA20 6AT
7/2017/5005 – The Corn Store, Hesketh Hall, Broughton Mills LA20 6AY
SL/2017/0162 – Strawberry Bank, Eccle Riggs Lane, Broughton-in-Furness LA20 6BW

77/17 Financial Matters

Resolved that the following Direct Debits, Standing Orders be paid:

E-on	65.54
HMRC	51.80
C Adams	225.00
Healthmatic	<u>385.99</u>
	<u>£728.53</u>
<u>Receipts</u>	
CGP	675.00
Allotment Rent	<u>60.00</u>
	<u>£735.00</u>

78/17 Audit

- a) **Resolved** to note the Internal Auditors Report and no actions are required.
- a) **Resolved** to approve section 1 of the annual return for the year ended 31 March 2017
- b) **Resolved** to approve section 2 of the annual return for the year ended 31 March 2017.

79/17 Auto Enrolment

- a) It was noted that the staging date for Auto Enrolment has been reached and employees must be given a postponement or opt in letter. **Resolved** that employees will be given a postponement letter.
- b) **Resolved** that the Parish Council will use Nest for the Pension scheme whether it will used now or in the future.

80/17 Correspondence

Resolved to note items of correspondence received since the last meeting.

81/17 Cllr Reports

Cllr Albion asked if anti dog fouling signs can be put on the public toilets and also asked if SLDC might help to provide litter picking equipment.
Cllr Downe aside concern about a blocked drains at Cinder Hill and the Square. Also raised concern about the amount of litter on the roads.
Cllr Edmondson rased concern about potholes and flooding on Foxfield Road.
Cllr Pitts asked if the Parish Council wanted to receive a copy of the minutes from the PCCG. Also advised that Nationl Grid could be putting a proposal together but there is nothing definite yet.

82/17 District Cllr Curwen

Cllr Curwen advised that he will be having a meeting with the person In charge of drains On 4th May 2017. Raised concern that Angerton had not been included in the Community Led Plan consultation. People who are out walking with dogs should be carrying poo bags. Raised concern about nesting wildlife disappearing off the mosses. Raised concern about The Bridge at Moss House, Angerton Hall. Raised concern about chipping being dumped by CCC at Wreaks End quarry. Raised concern about assets in Broughton being sold off but nothing coming back into our parish.

83/17

Date of next Meeting

To note that the next meeting is 25 May 2017 at 7.30pm and will be the AGM.

Agenda 9.



Mrs C. Adams
Clerk to Duddon Parish Council
Browfoot Cottage
Grizebeck
KIRKBY-IN-FURNESS
Cumbria
LA17 7XH

South Lakeland District Council
South Lakeland House
Lowther Street
Kendal
Cumbria
LA9 4DQ

Tel: 01539 733333
www.southlakeland.gov.uk

Our Ref: HAM

Your Ref:

Date:

21 March 2017

Dear Mrs Adams

Duddon (Broughton West Ward) Parish Council - Casual Vacancy

As no requests have been received within the statutory 14 day period for the above vacancy to be filled by election, it should now be filled by the Parish Council by co-option.

Please remember that your new councillor is required to sign a Declaration of Acceptance of Office within two months of co-option, which you then keep (copy enclosed).

The Declaration contains an undertaking to observe the Code of Conduct and, in accordance with that Code, your new councillor is required to complete a Registration of Financial and Other Interests form which must be returned to this office within 28 days of the date of co-option (copy enclosed).

Please ensure your new councillor is given a copy of your current Code of Conduct.

Yours sincerely

Hazel Major
Electoral Services Officer
Email: elections@southlakeland.gov.uk

Encs.

DUDDON PARISH COUNCIL

CALENDAR OF MEETINGS

Duddon Parish Council meetings are held in the Rankin Room at the Victory Hall Broughton-in-Furness at 19.30pm unless otherwise stated.

The meeting dates for 2017/18 are as follows:-

Thursday May 25th 2017 (AGM)

Thursday June 22nd 2017

Thursday July 27th 2017

Thursday August 24th 2017

Thursday September 28th 2017

Thursday October 26th 2017

Thursday November 23rd 2017

No Meeting in December 2017

Thursday January 25th 2018

Thursday February 22nd 2018

Thursday March 22nd 2018

Thursday April 26th 2018

Thursday May 24th 2018 (AGM)

Schedule of Payments and Receipts May 2017
Duddon Parish Council

Payee	Net	Vat	Gross
E-on	66.07	3.30	69.37
HMRC			51.60
C Adams			225.00
Healthmatic	321.66	64.33	385.99
Zurich Municipal			731.09
Hawthwaite Garden Services			500.00
ICO			35.00
CALC			218.28
Npower	82.53	4.13	86.66
SLDC	133.00	26.60	159.60
	<u>603.26</u>	<u>98.36</u>	<u>2462.59</u>

Receipts

E-on	525.05
SLDC	18,325.00
Donation	30.00
VAT Refund	1,586.21
	<u>£20,466.26</u>

Correspondence May 2017

	Date	Sender	Subject
105	28/04/17	S Blyth	Rural Crime & Policing in Cumbria Meeting
106	28/04/17	NALC	Putting Communities in Control
107	12/05/17	CALC	Friday round up
108	09/05/17	S Blyth	Neighbourhood planning funding
109	09/05/17	D Binch	Flood Risk Meeting date changes
110	May 2017	CALC	Circular
111	04/05/17	SLDC	Code of Conduct training
112	May 2017	Barrow Council	General Election papers
113	15 May 17	A McCleery	Kent and Leven Flood Group
114	16/05/17	CALC	Green Book
115	16/05/17	NWCC	Update
116	15/05/17	Police	Newsletter Template
117	15/05/17	S Woodhead	Donkey Rocks Thank you
118	6 May 2017	R Diss	Thank you