

## DUDDON PARISH COUNCIL

Minutes of the AGM meeting held on Thursday 28<sup>th</sup> May 2026 in the Rankin Room at the Victory Hall.

**Present:** Cllr J Brakewell, Cllr V Glessal, Cllr D Hatton, Cllr M Kirbride, Cllr J Lancaster, Cllr S Lane, Cllr I Longworth, Cllr M Ramsbottom and Cllr P Robinson.

**Also present:** C Adams (Parish Clerk)

**083/26 Election of Chairman**

Cllr J Brakewell was elected as chair for the year 2026/27.

**084/26 To receive the Chairman's Declaration of Acceptance.**

Cllr Brakewell signed his declaration of acceptance form in his role as chair.

**085/26 Nomination of vice chair**

Cllr I Longworth was nominated as vice chair for the year 2026/27.

**086/26 Apologies**

**Resolved** to accept apologies from Cllr C Edmondson,

**087/26 Requests for Dispensations**

**Resolved** to note there were no requests for dispensations.

**088/26 Declarations of Interest**

**Resolved** to note there were no declarations of interests.

**089/26 To consider if there are any items on the agenda from which the press and public should be excluded.**

**Resolved** to note there are no items on the agenda from which the press and public should be excluded.

**090/26 Minutes**

**Resolved** that the minutes of the meeting held on Thursday 23<sup>rd</sup> April 2026 to be signed by the chair as a true record.

**091/26 Chairs Annual Report and Announcements**

The outgoing chair thanked the Cllrs for all of their help over the last 12 months. She was pleased to see projects have been completed such as the pump track, car park reinstated at the allotment field, bus stops repaired or renewed, cabinet in the Square has been moved although we still need a meter in it and Donkey Rocks tidied up and a footpath reinstated.

**092/26 Public Participation**

- a) Westmorland and Furness Cllr Matt Brereton was in attendance and reported that damaged signs around the parish still have not been repaired.  
No progress on Skelly Crag.  
Raised concern about the transport for school consultation.  
He also advised of the changes to waste garden services.

- b) Local Police were not in attendance.
- b) Residents were not in attendance.

**093/26**

**Governing Documents and Polices**

**Resolved** that the following policies were reviewed and no changes were required.

- Financial Regulations
- Standing Orders
- Code of Conduct
- Safeguarding Policy
- Health and Safety Policy
- Publication Scheme
- Social Media Policy
- Equal Opportunities Policy
- Risk Management Policy
- Risk Assessment
- GDPR policy
- Delegation Scheme
- IT Policy
- Retention of Documents
- Dignity at Work
- Protocol on the recoding and Filming of council and committee meetings
- Complaint procedure
- Volunteer Policy
- Privacy Policy
- Publication Scheme
- Appraisal Policy
- Whistleblowing Policy
- Sexual Harassment Policy
- Training and Development
- Appraisal Protocol

**094/26**

**Subscriptions**

**Resolved** to renew the following subscriptions:

- ICO
- CALC
- Office 365
- Allotments Association
- Scribe (Accounts)

**095/26**

**Insurance**

**Resolved** to increase the ground surface section of the policy to 41k but to keep within allocated budget.

**096/26**

**Calendar of Meetings 2026/27**

**Resolved** to approve the calendar of meetings being every 4<sup>th</sup> Thursday in the month with the exception of August and December. The date for the 2027 AGM is to be confirmed but will be in May 2027.

- 097/26 Training**  
a) **Resolved** to note that all Cllrs need to have data protection. Videos are available on the ICO website.  
b) **Resolved** for Cllr Brakewell will attend the CALC training for chairs.
- 098/26 Asset Register 2026**  
**Resolved** to amend the register to include 2 more benches and 3 small parcels of land.
- 099/26 Internal Audit 2025/26**  
**Resolved** to note that the following issues raised from the internal audit:  
1) 3 outstanding invoices  
2) Wilson Park and the Public toilets exceeded their annual budgets.  
3) Duplicate policies on the website.
- 100/26 Annual Governance Statement 2025/26**  
**Resolved** to approve and sign Section 1 – Annual Governance Statement 2025/26.
- 101/26 Accounting Statements 2025/26**  
**Resolved** to approve and sign Section 2 – Accounting Statements 2025/26.
- 102/26 Planning Applications (Planning applications can be viewed on the relevant authority’s website)**  
Ref: 2026/0432/FPA (Retrospective)  
Location: Tinkers Mill Broughton-in-Furness LA20 6BS  
Proposal: Insertion of a door and windows within the existing barn, extension including steps, retaining wall, parking and below ground workshop.
- Non Consultation**  
Reference: 7/2026/5259  
Location: Far Kiln Bank, Ulpha, Broughton-In-Furness, LA20 6EB  
Proposal: 1 new building and 1 building extension for storage of hay/straw and fertiliser.
- Applications Granted**  
Ref: 7/2026/5081  
Location: Sykehouse Cottage, Church Street, Broughton in Furness, LA20 6ER  
Proposal: Replace wooden conservatory with an aluminium conservatory
- Ref: 7/2026/5082  
Location: Sykehouse Cottage, Church Street, Broughton in Furness, LA20 6ER  
Proposal: Replace wooden conservatory with an aluminium conservatory
- 103/26 Planning Outreach Programme**  
**Resolved** to take part in the Outreach Programme
- 104/26 Community Led Plan**  
**Resolved** to note the first draft of questionnaires and the rough timetable for the community Led plan review. Cllrs will review the questions and there will be a review of the questions at the next meeting.
- 105/26 A595 Grizebeck Improvement Scheme**  
**Resolved** that Cllr Brakewell and Cllr Robinson will attend the opening of the new road at

Grizebeck.

106/26

**Progress matters**

a) **Resolved** to note the following update from MP'S office as follows:

*"I can confirm that the previously discussed works at the Foxfield level crossing are currently scheduled to commence on 15 June and are expected to last for four days.*

*Once these works have been completed, we will follow up with the relevant team to obtain an update on the outcome and overall status, and we will pass this information on to you.*

*If you have any further questions in the meantime, please do not hesitate to get in touch".*

b) **Charter Day**

**Resolved** to note that arrangements for Charter Day are work in progress with the arrangements being the same as last year.

c) **Allotments**

The allotment holders are requesting a meeting with the Council.

Resolved to have a meeting on 15<sup>TH</sup> June at 7.30pm in the Green Room.

Cllr Brakewell, Cllr Longworth, Cllr Robinson and Cllr Lancaster will attend together with the clerk.

107/26

**Parish Clerks Position**

**Resolved** to have a panel consisting of Cllr Ramsbottom, Cllr Brakewell and Cllr Kirkbride to interview for the position. The clerk will also be in attendance, interviews will take place on 17<sup>th</sup> June in the Green Room starting at 7.00pm.

108/26

**Financial Matters**

**Resolved** to make the following payments:

Everflow	£ 39.44
Dyno Rod	£198.00
Unity Trust	£7.00
Hawthwaite Garden Services	£590.00
NPower (Street Lighting)	£ 37.94
SRCL	£ 36.00
Yorkshire Gas and Power	£112.90
Victory Hall	£54.00
Salary	£ 715.65
Working from home Allowance	£ 8.66
Happy Go Cleaning	£520.00
Hawthwaite Garden Services	£590.00
Tesco Mobile	£ 8.48
Lakes Auditing Services	£225.00
ICO	£ 47.00
Unity Trust	£ 7.00
Postage	.91

**Resolved** to note the following receipts:

Precept	£38073.00
Honesty Boxes	£27.94
Allotment/land rent	£75.00

**109/26 Councillors Reports**

The following was noted:

Stones missing from Ulpha Bridge,

Vegetation overhanging a finger pointing sign,

Potholes at Bank End have been filled in,

The Beat rote project – have received funding for a feasibility study.

LDNP are holding a meet and greet on 18 June at Torver.

**110/26 Date of Next Meeting**

To note that the next council meeting will be on 25<sup>th</sup> June 2026 in the Rankin Room at the Victory Hall.

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