

Parton Parish Council

All Members of Parton Parish Council are hereby summoned to attend a Meeting of the Parish Council which will be held in the Parton Village Hal, CA28 6RJ on Wednesday December 11th 2019 commencing at 7.30 pm



Signed

Dated06.12.19.....

Robert Huck Chair Parton Parish Council (rmhuck21@live.co.uk) . Fairholme, Foundry Road, Parton, Whitehaven, Cumbria, CA28 6PA. phone 07484 898938)

(Meeting called in accordance with para 9(1) of Schedule 12 of the Local Government Act 1972 and para 7 of Parton Parish Council's Standing Orders.)

Agenda

Welcome and introduction by the Chair. Can it please be noted that recording of the meeting is permitted but anyone doing so should notify the Chair. In the event that any recording is to be publicly transmitted then it will be necessary for the recorder to obtain the approval of the persons.

The agenda is in a different format today. I thought that it would be helpful if we established a standard form of agenda which provides guidance to both Members and the public as to the procedures we are obliged to use by our Standing orders. This will hopefully assist in the smooth running of the meeting. Having said that footballers know the rules but.....

Public Participation. Before the meeting formally commences the public are invited to raise questions on matters on the Agenda. Answers may be provided if the information to do so is at hand. Otherwise if Parishioners wish to have a written answer could they please leave their name and address with the clerk. No decisions can be made by Council on any matter raised as the Council, by law, is required to have three days' notice of any matter that is to be voted upon (Local Government Act Schedule 12 applies). Parishioners are requested to limit their time to no more than three minutes please and the maximum period of time allotted, at the Chair's discretion, will be 15 minutes. A person who speaks at a meeting shall direct his comments to the Chair of the meeting. Only one person is permitted to speak at a time. If more than one person wants to speak, the Chair of the meeting shall direct the order of speaking.

1. **To receive Apologies from Councillors** – To receive any apologies for absence
2. **To approve the Minutes of the meeting of the 13th November 2019**
To approve the minutes of the meeting of the 21st November 2019
3. **Matters arising from the approved minutes not otherwise on the Agenda.**

(Note: This is only for updating members on matters and progress and not for any decision. Any confidential matters will be dealt with under Item ?)

4. Declarations of Interest –

- (a) To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

(Note: The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it. You may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial.

A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice your judgement of the public interest and it relates to a financial or regulatory matter.)

- (b) To consider any Dispensation Requests received by the Parish Clerk and not previously considered.

5. Reports from Working Groups or Councillors – Where any working group or Councillors has been considering any matter under instructions from Council and is ready to report back a brief report with proposed motion should be provided, to enable members to understand the issues, three days before the meeting.

(i) Standing Orders working group – (Councillors Huck, Williamson and Barton) Report attached with suggested amendments in red.

Recommended: That the revised Standing Orders be approved

6. Reports from Copeland Borough and Cumbria County Council Ward Councillors.

Verbal reports on matters relating to Parton may be aired at this point but no decision may be Made other than where a decision is required for the matter to be referred to the next Council Meeting.

7. To consider any planning applications referred to the Council for consultation.

House extension at Three Views, Brewery Brow, Parton – reference 4/19/2415/0F1. Consultation letter attached

Recommended That the Council does not raise an objection into the proposal

8. Finance

(A) Balance from Minutes of previous meeting: £11,120.46

as shown on Bank Statement 12.11.19

Invoices Received to be considered for our next meeting once they have been clarified:

Lowca Footbridge Insurance	(pending further info)	£148.00
CBC Landscaping (Football Field)	(pending further info) #101266	£230.88
CBC Grounds maintenance	(pending further info) #101266	£206.57
CBC	Waste Bin Collection (Parton Foreshore)	£24.31
J & R Bennet	Painting War Memorial (pending further info)	£318.60
Salary Mr J C Shaw	£260x3 Dec/Jan/Feb 2019	£780.00
Inland Revenue	Mr Shaw	£180.00

Clerk's expenses - estimate, no claim submitted to date

Mr Shaw Expenses Oct/Nov 2019 (to follow)

Balance of Bank Account: £11,120.46

Available Funds: £ 11,120.46

Payments for approval:

13.11.19/12	Great North Air Ambulance	(Local Government Act s144)	£150.00
	Salary Mr J C Shaw	£260x3 Sept/Oct/Nov 2019	£780.00
	Mr Shaw	Expenses Sept-Oct 2019	£54.61
		Stamps £7.32	02/10/19
		Stamps £7.32	15/09/19
		Phone £27.98	04/10/19
		Web Hosting £11.99	17/09/19

BALANCE: £ 9,931.08

(Available Funds less Orders for Payment)

(B) Budget 2020-2021 – The Chair is hopeful of bringing to our January meeting a draft budget for 2020/21 and that will then advise the level of Precept to be set and which needs to be provided to the Responsible Financial Officer of the Borough Council by the 17th January 2020.

9. Use of report template – report and recommendation attached

10. Service of summons and Agenda by email

Proposed that Council agrees to the service of a summons to a meeting, the agenda for that meeting together with any background papers report etc., by email

The Local Government (Electronic Communications) (England)(Order) 2015 permits the service of a Summons for a meeting, and the agenda, to be served by email if a Councillor agrees. Each Councillor simply needs to consent to such service and can withdraw their consent at any time. It is suggested that this will be beneficial to any new Clerk with service in the past often being completed by walking around the village. Members who agree need to provide the email address they wish to use for such purpose. The meeting will be asked if they find this proposal beneficial and to indicate how many members would like service in this manner.

11. Co-Option Policy

Report and recommendation attached

12. Budget for 2020/21

A proposed Budget will need to come before Council for approval at our January meeting.

Members may have views on activities that they would like to see the Council undertake during the forthcoming financial year. Here is an opportunity for a general discussion on ideas which could be fed into the budget making process. The Council may only undertake what the law allows and in terms of grounds maintenance may only really undertake work on its own land.

The new web site sets out what powers we have and with direct links to the relevant statutory provision. <https://partonparishcouncil.com/powers-responsibilities/> No

decisions are required under this item merely ideas.

13. Fixing seven acres (Parker's) steps

Report and recommendation attached

14. Councillor Matters – This is for Councillors to raise any matters of concern or interest to Parton they wish to share with Council. It is not for making decisions as three days' notice has not been given. However matters may appear on the next agenda if that is members wish. If Councillors wish to have a decision on a matter at this meeting then a report with a proposed motion should be provided to the Clerk at least 7 clear days prior to the meeting (not including the date it is sent or date of the meeting or a Sunday SO 9a (b)so that it can be added to the Agenda.

15. Exclusion of the Press and Public - proposed - That, in accordance with the provisions of s1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from this

meeting at this point in view of the confidential nature of the business specified in items 4 and 5, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw as the public interest at this time in maintaining the exemption in para 1 outweighs the public interest in disclosing the information.

16. Bank Mandate –report attached

17. Web site – report attached

18. Appointment of a Clerk. Report attached

19. Parish Council property. Report attached