

DRAFT MINUTES – TO BE APPROVED

Parton Parish Council

Minutes of The Annual Council Meeting
Held on 5th August 2020 at 7.30pm by Zoom Video Conferencing

Video Link Meeting Opened: 7.27pm

Present: Cllr R Huck (Chair), Cllr A Barton, Cllr K Barton, Cllr D Garrett, Cllr J Huck, Cllr J Miller, Cllr W Morton, Cllr M Rogan, Cllr S Tumelty, Cllr J Williamson.

Clerk: Mrs J Coltman

Members of the public: 7 via video link.

The chair welcomed the public, councillors and clerk and extended thanks to Sharon Rogan for her many hard years of work for the Parish Council.

The Chair declared the meeting open at 7.28pm

001/2020/21 Election of Chair. DG Nominated RH but RH declined. JH nominated WM but WM declined. ST nominated JW but JW declined. JH nominated ST but ST declined. With nobody wishing to step forward to become chair, RH explained that we would need a chair for this meeting only to take us through the business or the meeting would close and we have to ask CALC/Copeland to provide us with a chair for the next meeting. JW volunteered to chair this meeting only, but did not have access to the meeting notes and was unsure of procedure. WM asked ST to chair the meeting just for this evening so that business could progress and ST agreed.

002/2020/21 Election of Vice Chair. Passed over.

003/2020/21 Apologies. None

004/2020/21 Declarations of Interest. None

005/2020/21 Approval of Minutes from 11th March. WM stated that he had not made a comment attributed to him in the minutes. RH apologised and said that it had been a typing error on his part and that it should read Cllr Huck. **Resolved:** The minutes as amended were proposed by RH and seconded by JM. Carried

006/2020/21 Matters Arising. None

007/2020/21 Public Participation. The clerk read out a question on behalf of a member of the public. They asked why the council had not held a virtual meeting earlier and asserted that because of this JW was no longer eligible to remain as a councillor, as six months had now lapsed since their last attendance at a meeting. The clerk replied to the question to say that JW had given apologies at both the February and March meetings and had received approval for his absence, so six months would not have elapsed until September. The clerk explained that the Zoom meetings were delayed because the pandemic coincided with their appointment which had caused problems in handing over documents, some of which had still not been received. The clerk is only employed for 3 hours per week and much of their time during June and July had been occupied in responding to a FOI request from a member of the public. Although currently behind on meetings the council would be back on schedule by the end of the summer. There were no further questions or contributions from the public.

008/2020/21 Amendment of standing orders 3 (b). Resolved: This will now read “Ordinary meetings will normally be held in Parton Village Hall, commencing at 19.30 on the 2nd Wednesday of the month, or meetings may be held by video conferencing.” Proposed JH, Seconded AB. Carried Unanimously.

009/2020/21 Provisions of S85 LGA 1972. The clerk, for clarity, expressed that the council was not suspending the provisions, but were pre-authorising absences. **Resolved** as amended: Proposed by JH seconded JM. Carried unanimously.

010/2020/21 Postponement of items listed at 5f in the standing orders until the next meeting. Resolved: These

items would be dealt with at the next meeting. Proposed DG seconded JW. Carried unanimously.

011/2020/21 Reports from Working Groups/Councillors. JW reported to say that there were problems with overgrown footpaths and broken lighting on Queenies. JH asked the clerk to write to CBC & CCC to point out the safety issues.

012/2020/21 Planning Applications. None.

013/2020/21 Litter Bin Emptying. To approve decision of RH to agree new contract for waste collection.
Resolved: The decision was approved. Proposed JW seconded JM. Carried

014/2020/21 Delegation for dealing with urgent business between meetings. In view of there being no appointment to the chair or vice chair positions the decision was taken to postpone this matter until the next meeting. Proposed JW seconded JM. Carried

015/2020/21 Standards and Ethics Committee Decision. Resolved: That the decision be noted. Proposed JH Seconded JM. Carried

016/2020/21 Vexatious persons policy. DG asked what the policy was for. AB stated that it was to protect people from one individual, that 19 complaints had been thrown out by CBC. WM asked for the person to be named. RH said that the person was named in the reports that were circulated to councillors. The clerk stated that the overview and policy documents had been made available to the public, but the individual complaint reports had not. WM asked for an amendment but there was no seconder so the amendment fell. **Resolved:** to adopt the policy. Proposed by JH seconded by JM. Carried

017/2020/21 Proposed Electricity Works. Resolved: To approve the works. Proposed JM Seconded JH. Carried

018/2020/21 Playground Equipment Maintenance. JH said that we need to shop around it could be done cheaper but just as safely. JW said we needed to make sure it was up to standard. AB said we needed to get more quotations. WM said the bark needed to be done straight away for safety. RH said the bark just needed raking about where hollows had been kicked in it and that it wasn't mentioned on the ROSPA report. The chair moved that the clerk seek other quotations. Proposed JH seconded AB. Carried

019/2020/21 Clerk's Update & Finance Report

Bank Statement 06/03/20		9234.37	
			9234.37
Cheques Cleared			
Cheque number			
101283 R Huck – Noticeboard	11.09.19/20	-195.00	
101284 Brockbanks	20.02.20/2	-400.00	
101285 J Shaw – settlement	Unminuted	-5200.00	
			-5795.00
Receipts Banked			
Details		0.00	
Precept		13348.52	
			13348.52
Bank Statement 05/08/20			16787.89
Cheques Outstanding for Clearance			
101282 Cheer Force Knights	11.09.19/19	-150.00	
			-150.00
Balance after cheques cleared			16637.89
Ledger Balance			16637.89
Variance			0

- Finances - The clerk commented that some payments were from the previous year so really should have been taken from last year's reserves rather than this year's budget. JW asked if the Cheer Force Knights had received the money and JH explained that the tournament had been cancelled. WM asked if that was the total paid to the solicitors and the clerk said that it was, but an invoice was still outstanding. Proposed JH Seconded JW.
- Village Hall and Play Area Outstanding Invoices – The clerk had checked invoices and payments for the last 10 years, but was now having to check minutes for the same period, because a lot of payments had no supporting invoice. It would take some time to be certain that the balance claimed was accurate. AB asked if the council owned the village hall but clerk believes it is a charitable trust. JM asked if we pay rent to the village hall, what did they spend it on, clerk stated electricity, insurance, maintenance etc. AB asked if we paid £20 per hour but Clerk stated we were supposed to be paying £20 per meeting. WM stated that the standard rate is £10 per hour. Clerk stated that there was no problem with the rate being charged, it was just ensuring that they had actually paid the amount that they were supposed to.
- Election – There had been a councillor vacancy advertised and because people had requested an election, the council could not co-opt and the election was scheduled for 6th May 2021. WM asked if the clerk knew how many people had put in for the position. The clerk said that they are only told that there has been a request for an election, numbers are not given. JM asked if this would cost us money and ST said that it would. WM said that if only 1 person had put in for it, surely we would just co-opt them on. ST explained that if only 1 person had put in for it then they could have been co-opted, but because there had been 10 signatures sent to Copeland it would have to go to a public vote. MR asked if all positions would be voted on. It was confirmed that it would just be the one.
- Garages – There are more garage plots than recorded tenants. The clerk needed to identify the unaccounted for plots and trace the occupiers. ST suggested the clerk draw up a notice to affix to the unaccounted for plots, asking them to contact the clerk. RH said that he would get a list of who rented which garage and pass it on to the clerk.
- Boat Compound – The clerk asked if any of the councillors could clarify the arrangements for the boat compound. They had been contacted by CBC over a matter in there, because they state that PPC are the land owners. The Clerk confirmed that PPC have previously paid for gates and they paid £1250 to the Village Hall Management Committee for some work related to it, yet the VHMC collect and keep the rents payable. WM said that the VHMC do not keep the rent, it comes to PPC. The Clerk stated that all receipt books and records she had seen so far showed the rent going to the VHMC. ST asked who owned it and WM said that it belongs to the boating club but the clerk said according to CBC it belongs to PPC. ST said that we need to find out who runs it. AB said that the question should be asked of the VHMC to see if they could shed some light on it. RH proposed that the clerk write to the chair of the VHMC asking them for an explanation since we are unsure of the situation.
- The next meeting date was to be confirmed as it was dependent upon the completion of the internal audit.
- Councillors had been kept up to date with all general correspondence.
Proposed JM seconded DG. Carried

020/2020/21 Payments for approval Proposed JM seconded JW. Carried

Payee	Details	Amount
J Coltman	April, May, June Nett Salary	357.35
HMRC	PAYE Tax on Salary	89.20
J Coltman	April, May, June, July Expenses	164.19
R Huck	Dec 19 – Mar 20 Expenses	586.2
Lowca PC	Half footbridge insurance (08/01/20-9)	103.13
Copeland BC	Waste Collection (Oct-Dec 2019)	24.31
Copeland BC	Waste Collection (Apr 20 – Mar 21) Agenda item 13	309.40
Copeland BC	Play Area Inspection	64.63
BHIB	Insurance Policy	307.89

021/2020/21 Parish Councillor Matters.

- RH had been approached about metal detecting on parish land and will present a report to the next

meeting.

- JM wanted a breakdown of the role of the VHMC. We had asked the usual handyman to check over the playground before reopening and he was happy to do it, but when he told the VHMC as a courtesy, he was told that he couldn't do it because he wasn't licensed. JM also wanted to know why they were not allowed into any VHMC meetings. WM said that the village hall was an open meeting for anyone and they were quite welcome. A number of councillors indicated that they had been turned away from the meetings and JM said that WM had been present when she had been asked to leave. WM said that the play park belongs to the Parish Council and we are responsible for the maintenance. WM said that the handyman doesn't have a licence because he doesn't maintain it, he checks it, then passes it on to the people that inspect it if there's something wrong, then they will come down and check it. WM said that it was inspected August 2019 and we paid for that so everything was done properly. JH said that the handyman had come down to do the work and had phoned the treasurer of the village hall, who informed him that his certificate had expired three and a half years ago and told him that he couldn't do it. JH said that was the first he knew of it and he was as surprised as anyone. JW said not to think this was any slight against the handyman. DG pleaded for councillors to work together. JM said that she just wanted clarification of who was supposed to be looking after what. ST asked the Clerk to include that in the letter to the VHMC.
- JW said there were a lot of things that needed repairing and everyone wanted us to keep paying when we shouldn't have to – lights, overgrown paths, potholes. WM agreed he had never seen the village in a worse mess, you couldn't walk down the road for vegetarian growth on each side, the football field had only been cut once and should have been on its 3rd cut. JW said that was because it doesn't belong to PPC, it belongs to CBC and we were paying them to cut it. WM said that we were in charge of the football field. JW asked if it belonged to PPC. The clerk confirmed that it did not. JW stated that we shouldn't be cutting it. WM said that we had done it for years. JW said that we shouldn't have done it once, it was spending money unnecessarily. AB said taxpayers' money. WM said If you keep your house in order there's money for the village for work to be done. JW said but there's no money in the village if you do other peoples' jobs that they should be doing like cutting grass. RH said, to sum up, the Parish Council have been paying £1000 to £1100 a year for the football field to be cut, CBC own the football field so they have a responsibility to cut it. Also the path from the church to the main road we had paid to have cut when it was Copeland's responsibility, so we have saved around £1200 by not paying Copeland to cut their own grass. JH said that we are in the middle of a pandemic so these things are running 6-8 weeks behind. WM said that the fields over at Bransty had been cut 3 times and he didn't think that £1000 was too much to pay for the pleasure of the kids in the village. He said that if we gave the field back to Copeland, there might not be a field in a couple of years' time. AB reminded WM that Copeland already own it. WM said that CBC might not cut it at all if we don't maintain it, they might put houses on it. RH said Moresby pay £100 a cut to an external contractor. WM asked RH why we didn't have the same contract. JH said that the clerk had looked after it. WM said he should take responsibility if he wanted to be chair and can't blame everything on the former clerk. JM pointed out that he's not chair now.
- JH asked the chair about the bell tower on the village hall. It had been removed, was it going to be replaced? The chair didn't know and so the clerk was asked to write to enquire. RH said that a crack had been noticed by someone in the village who reported it to CBC. They in turn sent an engineer and it was dealt with by someone at the Village Hall. JM asked if it would be going back up but RH did not know.

022/2020/21 **Date of next meeting.** To be advised

The chair thanked everyone for their attendance and the councillors thanked the chair for stepping forward and doing an excellent job. The meeting closed at 21.03

Minutes approved as a true and accurate record.

Chair Presiding..... Date.....

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