

LANGWATHBY PARISH COUNCIL

Clerk: John Fleming

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Chairman: Cllr Doug Banks

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Minutes of Annual General Meeting Held on Thursday 17th May 2018
in the Village Hall commencing at 7.45pm.

Unapproved

Apologies

Cllrs Miss K Metcalfe, Mr. I Harrington and County Councillor Miss C Driver

Present

Cllrs: Mr. D H Banks (in the Chair), Mrs. C Merrie, Miss. K Little, Mr. W F Mounsey, Mr. T Wentworth Waites, Mr. E Craig, Mr. M Holiday, Mr. C Wilson, Mr. J Fleming (Clerk).

One member of the public.

850 Election of Council Chairman 2018/2019

Resolved Cllr D H Banks was unanimously elected as Chairman for the year 2018/2019. Proposed by Cllr Carol Merrie, Seconded by Cllr. T Wentworth Waites

851 Chairman's Declaration of Acceptance of Office

Cllr D Banks signed the Declaration of Acceptance of Office.

852 Election of a Vice Chairman for Council Year 2018/19

Resolved that Cllr I Harrington be unanimously elected Vice-Chairman for the year 2018/2019. Proposed by Cllr W F Mounsey, Seconded by Cllr D Banks

853 Minutes

To authorize the Chairman to sign the minutes of the Annual General Meeting held on the 24th May 2017 and the Council Meeting held 15th March 2018 as a true record.

854 Declarations of Interest

Cllrs K Little and I Harrington, declared their positions as Langwathby Village Hall Committee representatives and Cllr K Little regarding minute 859

855 Public Participation

855.1 There was no participation by the public.

855.2 County Councillor Report

There was none

855.3 District Councillor Report

District Councillor D Banks reported that the District Council has been engaged in seeking a new Chief Executive to replace Robin Hooper, who is standing down at the end of May. The new appointment is Rose Rouse, previously the CEO at Worcester City Council.

Mary Robinson had been re-appointed Chair of EDC and he had been also re – appointed Chair of the Scrutiny Board.

- 856 Appointment of Representatives to Committees**
Resolved that Cllrs Miss. K Little and Mr. I Harrington be unanimously appointed to the Langwathby Village Hall Committee for 2018/19.
- 857 Payment of Annual Subscription**
Resolved to pay the annual subscription to CALC of £225
- 858 Payment of grants**
- 858.1** Resolved to pay the following grants:
- | | |
|-----------------------------------|------|
| Edenhall Parochial Church Council | £300 |
| The Memo | £220 |
| Fellrunner | £350 |
- 858.2** The Council requested that each of the above organisations supply copies of their last set of annual accounts.
- 859 Payment of Honorariums**
Resolved to pay the following honorariums:-
Mrs S Harrison, Internal Auditor - £75
Mrs I Little and Miss K Little, cleaning and maintenance of bus shelter and recycling centre - £200. (Cllr K Little left the room). (To be held at £200 in 2019)
Mr. W Veitch, upkeep of the Cemetery - £200. (To be held at £200 in 2019)
(Paid autumn 2018)
- 860 Annual Financial Statements**
Resolved to approve the Annual Accounts as approved by the Internal Auditor and the Annual Return to the External Auditor.
- 861 Finance**
- 861.1 The following balances were noted:**
- | | |
|--------------------------|-----------|
| Vat to be claimed | £133.17 |
| Village Hall to refund | £122.25 |
| Penrith Building Society | £15656.02 |
| Barclays | £2234.10 |
- 861.2 The following accounts were ratified:**
- | | |
|--------------------------------------|----------|
| Village Hall Lettings 2016/2017 | £49.50 |
| Gca Web Design – Hosting site | £71.86 |
| Clerks Fee. March and April | £420.00 |
| Clerk Broadband/Tel March April | £30 |
| Opus Energy Electricity Village Hall | £68.52 |
| Opus Energy Electricity Village Hall | £52.35 |
| Field View Electrical Village Hall | £1028.70 |
| Field View Electrical Village Hall | £336.00 |
| Enterprise Management Village Hall | £29.70 |
| CCC Footpath | £2492.00 |
| Joe Thwaites. Memorial Garden | £45.00 |
| Chris Wakefield | £250.00 |
- 861.3 Agreed the following payments**
- | | |
|----------------------------------|--------|
| Clerks Expenses | £41.14 |
| CALC Subscription | £225 |
| Sandra Harrison – Internal Audit | £75 |

861.4 The following receipts were noted:

Electricity Northwest Wayleave	£73.19
Openreach – Wayleave	£143.50
Eden District Council Precept	£15916
Village Hall Committee	£999.07
NALC Transparency Fund	£581.40

861.5 To Authorise Online payments for 2018/19

The On – line authorization document for 2018/19 was signed.

861.6 Asset Register

The 2018 Asset Register was approved.

862 Edenhall Playground Repairs

Action:- Agreed to seek Grant support from the Cumbria County Council 0 – 19 Fund to upgrade the facility.

863 Planning Matters

There were none.

864 Highways and Land Matters

864.1 School Entrance Footpath - Root Damage – Repair work to the footpath has now been completed.

864.2 Walby Garth Entrance – Resurfacing has been deferred to 2018/19

864.3 Dangerous Culgaith Junction – Reported that Cumbria County Council had agreed to install a slow sign and slow road markings on the eastern approach. It was decided to investigate the provision of an electronic speed indicator on the junction approach as this would assist in slowing vehicles approaching the junction and also their entrance to the village.

864.4 Station Lighting – The provision of a footway light on the pavement as you meet the road from the station eastbound platform, had been investigated in depth, without success. Network Rail had confirmed that it was not their responsibility, likewise Cumbria County Council and EDC were shedding their footway lighting responsibilities.

864.5 High Mill Langwathby – Waste Foul Water – Reported that the foul water problem appeared to have been rectified – Decided to monitor the situation.

864.6 Litter Bin, Lay By, Top of Langwathby Bank – Has been installed.

864.7 Langwathby Bank Speed Survey – A report is still awaited.

864.8 Langwathby Phone Box –

Action:- Agreed to seek EDC grant support to repair door and renovate.

864.9 Road Drainage Issue – Luham – In hand with Highways.

865 Risk Assessment, Code of Conduct and Standing Orders

Reported that the Chairman and Clerk had reviewed the current documents, as there had been no changes since last year it was recommended that they be adopted for the 2018/19 year.

866 Data Protection

It was confirmed that steps had been taken for the Council to conform with the new GDPR .

The following were tabled at the meeting:-

- LPC Data Protection Policy
- LPC Privacy Notice – For Staff, Councillors and Role Holders
- LPC General Privacy Notice – For Members of the Public
- A revised LPC E Mail Signature
- LPC Data Protection Consent Form

Agreed to adopt the above documentation

Agreed that the Data Protection Policy, Privacy Notice – For Staff, Councillors and Role Holders and the General Privacy Notice – For Members of the Public, would be published on the LPC website.

Agreed that the Council's Data Protection Policy would be reviewed annually.

867 **Devolution and Transfer of Assets from District to Parish Councils**

A revised legal document, prepared by NALC, was tabled which was now considered by NALC and CALC as a document that Parish Councils could sign.

Action:- Unanimously agreed to sign this legal agreement whereby the Parish Council took over ownership and responsibility for the 26 'Accepted' footway lights in the Parish, from the date of the agreement; the lights being put on an 'All Risks' insurance cover, from that date. It was also agreed to accept the maintenance and electrical supply contract, offered by EDC, until 31st March 2022.

868 **Correspondence.**

'**Gigabit Voucher Scheme**' – details had been forwarded by MP Rory Stewart in connection with the 'Gigabit Voucher Scheme', which had been recently introduced to provide financial support for Businesses and Homeowners to assist with the installation of high speed fibre broadband. The contact for more information being:-
<https://gigabitvoucher.culture.gov.uk/>.

869 **Local Concerns**

869.1 Langwathby Village Hall Parking Issue – It was reported that a number local resident' were parking their vehicles on the village hall car park. The village hall is well used, both during the day and in the evenings, and all the parking area is needed at all times.

Action:- To draw attention to the problem in the July edition of the Memo, reminding Parishioners that this area is strictly designated for use by visitors to the Village Hall only and asking for their co operation.

869.2 Appleside Lane Pothole (Skirwith Rd) – The large potholes by the road edge, at the entrance to this lane, to be reported to Highways.

870 **Dates of future meetings**

Venue Langwathby Village Hall - back room. commencing at 7.30pm

12th July 2018

13th September 2018

22nd November 2018

Meeting closed: 9.05 pm

Signed _____

Date _____