

Buttermere Parish Council

Minutes of the annual general meeting of Buttermere Parish Council held on Tuesday 28th May 2018 at Old School Room, Buttermere at 7.30pm followed by May parish council meeting.

Meeting opened at 7.30pm

Present: Cllrs R Beard (chair), Y Kahane, E Beard, M Richardson, G Evans

District and County Councillors: Alan Bowness (CCC). Cllr Carmel Bell (ADC)

Clerk: Mike Milner, plus John Temple

Apologises for absence: Cllr A Beard (BPC) Cllr L Kyle (BPC)

100.00 Apologises. As noted above

101.00 All councillors to sign their new acceptance of office declaration forms

101.01 All councillors signed new declaration of office forms, countersigned by the clerk.

102.00 Appoint a chairman for the coming year.

102.01 Cllr G E nominated Cllr R Beard and Cllr Y K seconded. Cllr R Beard accepted and was duly elected. Declaration of office form completed.

103.00 Appoint a vice chairman for the coming year.

103.01 Cllr M Richardson the previous vice chair was nominated by Cllr R B and seconded by Cllr E B. Duly elected and declaration of office form signed.

104.00 Declaration of Interest.

104.01 Clerk advised that if John Temple was successfully co-opted members should be aware that he has been involved in a professional basis by the applicant of planning application to be discussed later. His financial income from that was for his professional services and did not stop him taking part in any decisions on the application.

105.00 To approve and accept the minutes of the last Buttermere parish council meeting held on 4th December 2018 as a true record, plus the minutes of the extra-ordinary meeting held on Tuesday 15th January 2019.

105.01 Cllrs unanimously resolved to approve the minutes of the meeting held on 4th December 2018.

105.02 Cllrs who were present at the extra-ordinary meeting unanimously resolved to approve those minutes.

106.00 To approve the co-option of John Temple to Buttermere parish council.

106.01 Following the recent uncontested poll Allerdale BC had advised that Buttermere parish council had a vacancy for a councillor and that could be filled by co-option.

106.02 Cllrs had been circulated with details of the local resident John Temple who had indicated a desire to fill the vacancy.

106.03 Buttermere councillors unanimously approved his co-option and the clerk obtained his signature on the declaration of acceptance of office form and presented him with a copy of "The Good Councillors Guide." Chairman welcomed to the parish council.

107.00 Public Participation. None

108.00 Police report

107.01 Clerk did not have a police report.

109.00 District and County Councillors Reports

109.01 Cllr Alan Bowness (CCC) advised that the monies made available for additional Highways repairs had been spent as required in the last financial year.

109.02 He asked that Buttermere Cllrs general requests for repairs etc be channelled through the clerk and done via the HIMS CCC online service. Clerk agreed that he would use the system, but requested that he was provided with the name and email contact of the engineer responsible for Buttermere, Loweswater and Lorton.

109.03 Questions was raised about funding for repairs caused by Storm Desmond, Cllr A B confirmed that funds for that project were allocated through to 2021.

109.04 Cllr Carmel Bell (ABC) introduced herself to the councillors.

109.05 All Buttermere councillors proceeded to advise her of the totally inadequate bin collection service now operated by Allerdale. She had been advised by clerk of the problems in Buttermere, Loweswater and Lorton and she had made enquiries of Allerdale waste team, but the person responsible is not available until Monday 3rd June.

109.06 Cllr M R confirmed that trade waste collections were equally as bad and that the state of the waste bins by the public toilets in the car park were over flowing and a potential vermin habitat. Cllr C B (ABC) would when she left the meeting go and take photographs for her meeting the ABC waste team. Clerk to email them to reinforce her concerns on behalf of the community.

Chair thanked both for attending and invited them to stay. Both Cllrs thanked him for the invite but left the meeting 8.03pm

110.00 Applications for development.

110.01 Clerk advised the council that previous applications, 7/2018/2313 Bridge Hotel and PB/2018/0001 the removal of the payphone at Lanthwaite Green Farm layby had both been approved. The Honister Slate Mine zip wire application was still with Secretary of State.

110.02 application 7/2019/2102 Gatesgarth Farm, conversion of existing old barn into a two-storey building, ground floor as cafe area and second floor as a dormitory area with a provision to accommodate up to 18 people in a communal sleeping area, with showers and toilets.

110.03 There were lengthy discussions about the source of water supply to the barn, more importantly the disposal of the foul water and sewage. Concerns were raised about the supervision of the facility, would there be a warden, who would be responsible for an emergency at the property.

110.04 Clerk was requested to investigate the legal requirements and basic planning criteria for such a bunk house style facility and compile a report. Circulate it by the week-end to all councillors for their input, before submission.

111.00 Receive and approve the parish council accounts for the financial year 2018/19. Consider and approve the signature of 2018/19 Certificate of Exemption, Annual Internal Audit Report 2018/19, Accounting Statement 2018/19, Annual Governance Statement 2018/19 plus receive the bank reconciliation and variance report for 2018/19. Draft documents circulated prior to meeting to all councillors.

111.01 Clerk advised that he would present the accounts in the necessary order and asked if there were any questions about the accounts before he proceeded.

111.02 Clerk explained the Certificate of Exemption AGAR 2018/19 Part 2, that neither income or expenditure exceed the £25k limit for either figure. Council resolved that the RFO and chair sign the document.

111.03 Clerk presented the annual Internal Audit report, accepted by councillors, for was correctly signed by internal auditor indicating audited 18/10/2018 and 18/04/2019.

111.04 Clerk read out and explained the 8 questions on the Annual Governance Statement 2018/19. At each question he got the councillors approval to tick the yes box. At the end of the questions the councillors resolved that chairman and clerk sign the form.

111.05 Clerk presented the Accounting Statements 2018/19. He pointed out that all figures in the right-hand column were from the accounts duly audited by the internal auditor and circulated prior to the meeting. Councillors were happy that the document they had received a copy of was correct and resolved that the RFO and chairman signed the form.

111.06 Councillors had also received a copy of the bank reconciliation which the variance statement below it. Clerk confirmed he would complete the forms return them to the external auditor and put the copies as demanded of by law into the village noticeboard and up on the parish website.

112.00 Clerk's Progress report.

112.01 parking ticket machines, 092.04 refers, commercial property manager at LDNP had confirmed all machines would be up dated and functioning by March 2019. Email dated 19/12/2018. Cllr M R advised that still not working other than for cash. £8 a day to park and he and local retail outlets could not supply the demand, his ratio of contactless to cash through the till was now 70/30. People expect contactless these days. Clerk to contact LDNP again.

112.02 pot holes at Scales Hill, 092.03, Cllr G E confirmed it was a still on-going situation.

112.03 Trench across the road by the Bridge Hotel, 092.02 still awaiting repair. However, Cllr M R was more concerned about the raised manhole covers, 2 of them, by top grit bin on the hill out of Buttermere on the B5289 towards Cockermouth. Clerk to investigate, photograph and report to Highways using HIMS facility.

112.04 Clerk had dealt with lots of emails concerning Disclosable Pecuniary Interest form for councillors which he circulated for completion. Also, Allerdale were demanding completion of election expenses forms, even by Cllrs returned uncontested. He had printed all the forms off, filled them all in for the Cllrs, showing NIL and circulated to each Cllr and requested they just sign the front form. Duly done.

113.00 Buttermere Councillors reports

113.01 Cllr Y K reported that the hydro scheme for the beck would appear to be progressing. It is considered that it maybe viable and UU may cease taking water from it, so an opportunity to use existing pipework in the project.

113.02 Cllr Y K also reported on the recent "dark sky" project and Buttermere was considered to be an excellent area as very little artificial light pollution. She proposed that the parish council record with both the Friends of the Lakes and the LDNP Authority the parish council's enthusiasm for the project. It was agreed the clerk to email both agencies indicating support.

113.04 Cllr G E wanted to advise the council that the Old School Room, which they were meeting in, was actually owned by the church and it had been decided that is an underutilised building. It gets used for charity walk events and a meeting place, but it was felt it could be renovated and promoted via the internet for far more activities to increase its income stream. The current committee would be looking for grant sources and wondered if the PC had any ideas for use. On-going project.

113.00 Correspondence

113.01 Annual request for Calc subscription, £81.48. Chair Cllr R B queried the need to be a member, but clerk was adamant that it was a very useful resource for him.

113.02 Annual Insurance for parish from Zurich, same premium as last year £144.59.

113.03 Letter from Merchant Navy Fund, flying Red Ensign 3/9/2019. Clerk no action.

113.04 Letter from HMRC about paying PAYE electronically. Buttermere complies.

113.05 Notification of footpath closure The Muddocks, to commence 1st June 2019 and last for maximum of 6 months.

113.06 Request from Yew Tree Hall, Lorton for Buttermere PC to provide a representative for the hall committee. They are entitled to under the terms of the original charity document. Clerk requested to respond thanking for the opportunity but no one to be proposed from Buttermere.

113.07 Clerk had received 2 invoices for Old School Room hire for parish council meetings, 2018 and 2019, both for £60.

114.00 Payments for Approval

Payments made, 1st Feb Intpay 25 M Milner £133.96 salary Dec/Jan, Intpay 26 HMRC £33.40 clerks PAYE. 29th March Intpay 27 M Milner £133.96 salary Feb/March, Intpay 28 HMRC £33.60 PAYE Feb/March.

Intpay29, M Milner salary 2 months Apr/May £144.48, Exp' £89.51 total £233.99

Intpay30 HMRC, PAYE, 2 months Apr/May £36.00.

Intpay31 Calc £81.48 annual subscription.

Intpay32 Zurich Insurance £144.59. annual insurance premium.

Intpay33 Buttermere Old School Hall £120.00 2 years hall hire, 2018 & 2019

115.00 Date and time of the next meeting.

115.01 Next meeting Tuesday 3rd September at 19.30 at the Old School Room Buttermere.

Meeting closed at 8.44pm