

Loweswater Parish Council Meeting

Minutes of the meeting held on Thursday 5th May 2022 at Loweswater Village Hall, which commenced with parish council AGM.

Meeting opened: - The chairman declared the parish meeting open at 7.30pm

Present: Cllrs D Robinson (chair), C Todd , K Mitchell, M Astley, L Meadley, K Leck.

Cumbria County Councillor and Allerdale District. Neither present.

Clerk, Mike Milner.

Apologies, A Bowness, (CCC), R Thompson (LPC)

402.00 Apologies for absence, as noted above.

403.00 Declarations of interest. None

404.00 To appoint a chairman and a vice-chairman for the coming year.

404.01 Cllr L M proposed that Cllr D R continue in the chair, Cllr K L seconded. Cllr D R confirmed his willingness to serve as chair. Returned as chair unanimously.

403.02 The vice chair from last year was not present, so no decision on vice chair vacancy.

405.00 To approve and accept the minutes of the last Loweswater Parish Council held on Thursday 3rd March 2022, as a true record.

405.01 Resolved to approve the minutes as a true and accurate record.

406.00 Public Participation. No members of public present.

407.00 Police Matters.

407.01 No police reports. Clerk had circulated the police e-newsletters.

408.00 Planning Applications.

408.01 clerk advised 7/2022/2089 Oakbank Farmhouse, An amended site plan had been circulated to comply with with planning rules, track red lined. 7/2022/2063 Watergate, Loweswater, alteration of an existing agricultural road, NOT for consultation, confirmation of approval. 7/2022/2084 Vicarage, Loweswater, change from residential dwelling to dwelling and use as a religious retreat for 10 year period. Clerk advised planning department no objections. Finally, 7/2022/2075 Low Side, Thackthwaite, remove an existing sloping conservatory roof and replace with a flat roof terrace. No objection.

409.00 Matters concerning District and County Councillors. Neither present.

410.00 Receive and approve the parish council accounts for financial year 2021/22. Internal auditors report, Annual Governance Statement, Accounting Statement for the year all to be resolved. Bank reconciliation and variance report.

410.01 Clerk had circulated all the necessary documentation prior to the meeting, and he then proceeded to go through each section with the councillors.

410.02 Certificate of Exemption, AGAR 2021/22 Part 2. This confirms that the parish has neither income or expenditure exceeding £25k. Document duly signed by chairman and parish Responsible Finance Officer, the clerk.

410.03 clerk presented the signed Annual Internal Audit Report. Internal audit had taken place 8/10/21 and 25/04/22. All boxes correctly ticked, and no issues or recommendations raised.

410.04 Annual Governance Statement. RFO read out the content of the 9 boxes on the form and at each statement ticked the Yes box with Cllrs approval. Form then duly signed by chair and clerk.

410.05 Finally the accounting statement, which had been circulated was approved by councillors and duly signed by RFO and chairman.

410.06 Clerk confirmed that he would make the appropriate returns to the external government auditor, put necessary document required in the village noticeboards for the appropriate period and ensure they are displayed on the parish council website pages.

411.00 Parish council renewal, Zurich Insurance

411.01 Clerk had received the annual parish council insurance renewal documentation. The Parish Council are entering their last year of 5 year contractual agreement with Zurich. This year's renewal figure is £168.81, last year it was £167.77. Councillors resolved to accept the renewal terms.

412.00 Queens Platinum Jubilee celebrations plans for Thursday 2nd June.

412.01 For the sake of the minute record, this agenda item commenced at just past 8.00pm and there was a discussion about the tree planting party. An internationally well known local resident has agreed to participate in the tree planting celebration at The Grange at 11.30am on the day, however councillors then considered a second individual to assist. A local resident. There was much discussion who was the longest living local born resident who had spent their entire life in the parish. Cllr C T joined the meeting at 8.13pm and his local knowledge confirmed all the prior comments, that he was actually the oldest individual who was born and bred in the parish and had never left the parish. It was unanimously agreed that he would assist at the tree planting ceremony on 2nd June, a request he agreed to.

412.02 clerk had provided 56 A5 printed flyers, plus 5 A4 laminated notices for noticeboards to promote the Jubilee celebrations. There were discussions about items required for the bring and share lunch at 12.30pm that same day being held at Loweswater Village Hall. Tasks were allocated. Chairman to liaise with other parties involved regarding contributions and support on the day

412.03 Clerk was asked to obtain quotes for a brass plaque that Cllr M A would find an appropriate timber plinth for. Wording on the plaque agreed as follows, *In honour of the Platinum Jubilee of Queen Elizabeth II. This tree was planted with donations from organisations within the Loweswater Parish 2nd June 2022.*

412.04 clerk to obtain quote with urgency and circulate, delivery prior to the ceremony very important.

413.00 Progress reports, clerk

413.01 The container at Mockerkin Tarn was still in position as was the chalet and the clerk was still chasing Allerdale enforcement officer about their removal.

413.02 Clerk explained that in July 2018 when he bought the parish laptop which they share with Lorton, he had installed Office 365. At a cost of £59.99 a year. What he had not noticed was that, via one of his personal email accounts for Microsoft, he had been billed annually in 2019/20/21 and deducted via a credit card. £59.99 per year, a total of £179.97 which he would therefore be claiming back or 50% of it £89.99 on this months expenses. He had cancelled the 365 subscription and purchased Office 2021 for £119.99 and would be claiming £59.99 of that in his expenses. He apologised for his lack of observation on the matter, but situation resolved, and he didn't have to bother about reoccurring annual charges. He had already agreed that the other 50% balance would be paid by Lorton Parish Council, at their meeting the previous evening.

413.03 Clerk had noticed that although the situation was no longer as prominent, there was still water pooling by Loweswater Hall, and he would contact the UU engineer to see if this was due to continued leakage on the Hall's land. Cllr K L did think it could be a blocked land drain that was the issue.

414.00 Loweswater Councillors reports.

414.01 There were no reports from councillors, but Cllr K M advised that this would be her last meeting as a councillor, she had tendered her resignation to the chair and the clerk. She had joined the council in 2012 and served as chair for six years. All councillors and the clerk thanked her for her contribution to the community.

415.00 Correspondence.

415.01 The clerk had finally received and circulated the NT Transport and Tourist Plan for this summer season.

415.02 Zurich Insurance has submitted their insurance renewal. Minute 411.00 refers

415.03 Calc had submitted their annual subscription letter, £120.07 this year, it had been £112.92. The parish has 168 registered electors.

415.04 Cluran Landscape had submitted their invoice for April cut, £101.28 inc Vat. Cllr K M advised all very professional, but for next year could the cut be made at the end of April on lower section of Mockerkin Green.

415.05 Clerk had circulated Members Report from Geoff Davies.

415.06 Clerk advised he had received a copy of Cllr K M's resignation.

416.00.00 Payments for approval.

M Milner Intpay 81, £287.34, salary £117.68 April. £159.66.00 expenses, minute 413.02 refers.

HMRC PAYE Intpay 82, £29.20 PAYE 1 month.

Calc Intpay 83, £120.07 annual subscription.

Cluran Landscape Intpay 84, £101.25, Mockerkin Green.

Zurich Insurance Intpay 85, £168.81, annual parish insurance premium.

HSBC monthly bank account charge £8.00 taken as a standing bank deduction.

All approved

Meeting closed 8.44pm.

417.00 Date and time of next meeting Thursday 7th July 2022 at 7.30pm, at Loweswater Village Hall.

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