

## **Loweswater Parish Council Meeting**

**Minutes of the meeting held on Thursday 4<sup>th</sup> May 2023  
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), R Thompson, M Astley, L Meadley, K Leck.

Shadow Cumberland Councillor Jill Perry.

One member of the public.

Clerk, Mike Milner.

**496.00 Apologies for absence,** Chris Todd.

**497.00** All councillors are returned without a poll and those present duly signed their new declarations of acceptance of office, countersigned by clerk.

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

498.01 clerk asked the chair was prepared to remain in post for another year, which he agreed to do if elected. Cllr L M proposed Cllr D R as chair, seconded by Cllr K L and he was returned unanimously. Clerk advised that there had been no vice-chair last year, as Cllr R T was not present at the May 2022 meeting. Cllr R T agreed to accept the office if elected, Cllr M A proposed her and that was seconded by Cllr L M and approved unanimously. Both chair and vice-chair signed their declaration of acceptance of office forms, counter signed by clerk.

Meeting closed 7.35pm

**Minutes of the parish council meeting held on Thursday 4<sup>th</sup> May 2023 at  
Loweswater village hall commencing 7.36 pm.**

**499.00 Apologies for absence,** Chris Todd.

**500.00 Declarations of interest.** None

**501.00 To approve and accept the minutes of the last Loweswater Parish Council held on Thursday 2<sup>nd</sup> March 2023, as a true record.**

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

**502.00 Public Participation.** Member of the public was only observing, no comment.

**503.00 Police Matters.**

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

**504.00 report of Cumberland Councillor.**

504.01 Cllr J P advised that Community Panels and Community Network Panels had been set up. They would meet 4 times a year. The new council had also elected representatives to the National Park Authority.

**505.00 Applications for development.**

505.01 Application 7/2023/2014 Askhill, Fangs Brow. Cllrs had raised no objections only suggesting a curfew for music at some stage in the evening. However, the planning officer raised concerns about the application not meeting local planning criteria and refused the application.

505.02 Application 7/2023/2042 high Cross, Loweswater application to exchange existing sash windows with similar, Cllrs had considered, there was no objection and a suitable submission made.

505.03 Application 7/2023/2044 Oakbank Farm, Loweswater a new large garden shed. Again, Cllrs had considered the application and no objections so clerk had submitted suitable email. Note Cllr C T had declared an interest and made no comments on the application.

505.04 Clerk had received numerous complaints about the content of the material in the hardcore on track up to Pottergill ruin and many accompanying images confirming the complaints. He had duly raised a complaint with the EA who had acknowledged its receipt and would investigate. EA 230313/JG03/ 13/4/2023.

505.05 Clerk had also received numerous complaints about the Hinterland business of glamping pods. He had completed two separate objection submissions, basically repeating the LDNP Enforcement teams wording. However, when he had gone to the website for the appeals, he realised just how intricate the submission procedure was and he ran out of time. He had expected a much simpler submission process.

**506.00 Receive and approve the parish council accounts for financial year 2022/23. Internal auditors report, Annual Governance Statement, Accounting Statement for the year all to be resolved. Bank reconciliation and variance report. Documents attached.**

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

506.02 Certificate of Exemption, AGAR 2022/23 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.

506.03 clerk presented the signed Annual Internal Audit Report. Internal audit had taken place 15/10/22 and 27/04/23. All boxes correctly ticked, and no issues or recommendations raised.

506.04 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.

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

506.06 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.

**507.00 Parish Insurance renewal, Zurich Insurance.**

507.01 Clerk advised that Zurich had issued their renewal details for the long-term agreement that the parish had with the company. The renewal for this coming year is £176.02, last year it was £168.81. Cllr unanimously resolved to accept the renewal charge.

**586.00 Updated Code of Conduct, resolve to approve.**

586.01 Clerk explained Cumberland Council had requested that when signing the new Pecuniary Interest forms, councillors should indicate the date of the Code of Conduct. Clerk advised it was a copy Carlisle Town Council's code. Cllr M A proposed and Cllr L M seconded their acceptance, unanimously resolved.

**587.00 Consider joint parish council meeting proposal by UU with regard Crummock Water weir removal.**

587.01 UU are keen to further discuss the way forward with Buttermere, Lorton and Loweswater parish councils, now they have more technical information to make available. UU are prepared to arrange a separate meeting with vocal local residents but wish the meeting with the 3 parishes to be a closed meeting.

587.02 It was acknowledged that trying to create a one date fits all meeting across the 3 parishes would be a problem, so clerk, after a discussion with Loweswater Cllrs and noting Cllr M A's request for an evening meeting, to arrange the evening meeting and then circulate the date.

587.03 Cumberland Cllr J P requested that she be included in the meeting.

### **588.00 Progress reports, clerk**

588.01 Clerk had dealt with all aspects of the poll, made appropriate submission of forms on Cllrs behalf. Clerk enquired if the Cllrs had received the election expenses forms from Cumberland? They had and clerk advised that they must return, on the back page write NIL in amount claimed box and then post back to Cumberland. Otherwise, they would chase him for completion.

588.02 All accounts documentation has been dealt with at previous agenda item.

588.03 Clerk had noticed that since his trip around the parish noticeboards the previous week, Highways had patched numerous pot holes. Cllrs reported seeing them in action over the past week.

588.04 Chair remarked that there used to be a separate highways agenda item a few years ago. Clerk confirmed that was the case, now though you could not talk directly with engineers, one had to use HIMs system and anyone can make submissions via the system.

### **589.00 Loweswater Councillors reports.**

589.01 Cllr R T provided a brief report from a Melbreak Communities meeting that she and the chair had attended. Nothing much to really report back about. The hydroelectric project in Buttermere was moving at glacial speed with solicitors involved.

### **590.00 Correspondence.**

590.01 Zurich Insurance renewal had been received and dealt with at earlier agenda item.

590.02 Invoice received form Cluran landscaping for the upper cuts of march and April, plus the late April cut of the wild flower meadow. £63.30 and £52.75, making £139.26 in total.

590.03 Calc annual subscription £132.21 for 2023/24 unanimously agreed to pay. 170 voters.

590.04 Notification of first precept payment £1576.00.

590.05 Invoice from internal auditor Simone Morgan for year end audit £30.00 unanimously agreed to pay.

### **591.00.00 Payments for approval.**

M Milner Intpay105, £129.36, salary March, no expenses.

HMRC PAYE Intpay106, Clerks tax £32.34, March PAYE

The above payments made to conform with new HMRC reporting and payment legislation.

M Milner Intpay 107, £173.30, salary £129.56 April. £43.74 expenses. March/April

HMRC PAYE Intpay 108, £32.20 PAYE April.

Cluran Landscape Intpay 109, £139.26.

Zurich Insurance Intpay 110, £176.02 parish insurance 2023/24.

Calc Intpay 111, £132.21 annual subscription local council association.

Simone Morgan Intpay 112, £30 end of year internal audit fee.

HSBC April monthly bank account charges of £8.00 taken as a standing bank deduction.

All approved

Meeting closed 8.14pm.

**593.00 Date and time of next meeting Thursday 6<sup>th</sup> July 2023 at 7.30pm, at Loweswater Village Hall.**