

FARLAM PARISH COUNCIL

Clerk: Allison Riddell
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Craw Hall
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2nd July 2020

Dear Councillor,

You are summoned to attend a Virtual Meeting of the **FARLAM PARISH COUNCIL** which will be held on **WEDNESDAY, 8th JULY, 2020** at **7.00 p.m.**

The meeting is accessible with the attached [link](#) or by logging on to www.zoom.us and using Meeting ID 899 2867 2917 with the password **406366**. The meeting can also be joined by telephone by dialling one of the following numbers - 0203 481 5240 or 0131 460 1196 or 0203 051 2874 or 0203 481 5237. Please aim to arrive at the meeting by 6.50pm in case of connectivity problems.

Allison Riddell

AGENDA

1. **APOLOGIES FOR ABSENCE** – To receive and accept apologies for absence.
2. **REQUESTS FOR DISPENSATIONS** - The clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.
3. **DECLARATIONS OF INTEREST** – To receive declarations by elected and co-opted members of interests in respect of items on this agenda.

Members are reminded that, in accordance with the revised Code of Conduct, they are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting)

4. **MINUTES**
 - 4.1 **MINUTES OF THE MEETING HELD ON 5TH JUNE 2020** - To agree the accuracy of the minutes of the meeting held on 5th June 2020. Minutes will be signed at the next face to face meeting. (copy herewith).
 - 4.2 **MINUTES OF THE ANNUAL PARISH MEETING 2019** – To agree the Chairman to sign the minutes of the annual parish meeting 2019 as the next meeting will not be held until May 2021. (copy herewith)
5. **LOCAL GOVERNMENT ACT 1972** –
 - 5.1 **RESIGNATION** – To note the resignation of Mrs. C. Skeates.

6. **PUBLIC PARTICIPATION** - To receive comments and representations from members of the public in relation to any item on the Agenda. *(The Public Participation period will last 15 minutes and members of the public are permitted to speak for up to 3 minutes. Members of the public are not permitted to speak at any other time during the meeting unless invited to do so by the Chairman).*

6.1 **REPORTS** – To receive reports, if applicable, from City and County Councillors.

7. **TOWN AND COUNTRY PLANNING APPLICATIONS** – To be considered –

7.1 **KIRKHOUSE QUARRY, HALLBANKGATE, BRAMPTON -**

Application Reference Number:1/20/9005 Proposal: Section 73 variation of Conditions 1 and 2 of planning permission 1/09/9015 to extend the expiry date of operations to 30th November 2032 and approved documents and variation of conditions 32 and 34 to allow revised restoration scheme to be completed by 30 November 2033.

Application Reference Number:1/20/9006 Proposal: Section 73 variation of Condition 2 of planning permission 1/09/9016 (lateral extension of quarry site) to extend the expiry date of operations to 30th November 2033.

(information available from Cumbria County Council websites)

8. **FINANCIAL MATTERS -**

8.1 **BANK RECONCILIATIONS TO 14.06.20** – Report by Clerk. (copy herewith)

8.2 **EXPENDITURE TO APPROVE** – That the Council agree the schedule of payments listed below.

Amount £	Payee	Detail	Cheque number
330.48	A Riddell	Net wage to 31.07.20	100793
82.40	HMR&C	PAYE	100794

9. **MATTERS TO BE RAISED BY COUNCILLORS** – An opportunity for councillors to raise any unforeseen matters, with the consent of the Chair, which do not require a decision.

10. **REFURBISHMENT OF NOTICEBOARDS** – To consider the refurbishment of the noticeboards at Farlam and Tindale.

11. **DEFIBRILLATOR** – To consider the following requests from a resident at Tindale –

11.1 Can the Parish Council help with the transparency & accountability of the fundraising by 'looking after' the money for a defibrillator as it amasses - perhaps every few months we could pass on what we have?

11.2 Could the Parish Council help Tindale to have a defibrillator by requesting funding from the League of Friends?

12. **LITTERING PROBLEM AT CYCLE TRACK NEAR MIDGEHOLME** – To consider a request from a resident for the County Council to find a sustainable solution to the littering problem at the cycle track near Midgeholme at the top of Prior Bank. (Information circulated to members by email prior to the meeting)

13. **PLAY AREA** – To consider re-opening the play area. (Information circulated to members by email prior to the meeting)

14. **CALC** – To receive, note and where applicable respond to the following correspondence, circulated prior to the meeting by email:-
 - 14.1 **CODE OF CONDUCT CONSULTATION**
 - 14.2 **ON AND OFF STREET CAR PARKING ENFORCEMENT**
 - 14.3 **NALC LEGAL TOPIC UPDATE** – Elections and co-options
 - 14.4 **NALC LEGAL TOPIC UPDATE** – Procurement
 - 14.5 **DIGITAL BORDERLANDS**
15. **CORRESPONDENCE RECEIVED BY THE CLERK** - To note items of correspondence received since the last meeting and take actions as appropriate. (circulated prior to the meeting by email)
 - 15.1 **FORESTRY INVESTMENT ZONE PILOT NORTH EAST CUMBRIA SCHEME** – Email from Implementation Officer.
16. **LITERATURE AVAILABLE FROM CLERK** - To note items of literature received since the last meeting:-
 - 16.1 **NOTIFICATION OF DECISIONS** – 19th June 2020
17. **DATE OF NEXT MEETING** – To confirm that the next virtual meeting will be held on Wednesday 9th September 2020 at 7.00pm and will be called by electronic summons unless there are changes to the Covid-19 regulations permitting public gatherings.

MINUTES of a **VIRTUAL MEETING** of **FARLAM PARISH COUNCIL** held on **FRIDAY 5TH JUNE 2020** at **7.00pm**.

Present: Cllrs S. Bowles (Chairman), R. Forster, R. Hinton, C. Marsh and C. Skeates.

In Attendance: Clerk
City Councillor Tinnion.

Action

001/20 APOLOGIES FOR ABSENCE

RESOLVED to note apologies for absence were received and agreed from:-

Councillor Murray.

002/20 REQUESTS FOR DISPENSATION

RESOLVED to note that no requests for dispensation were received.

003/20 DECLARATIONS OF INTEREST

Councillors were invited to record their interests:-

RESOLVED to note that there were no declarations of interest.

004/20 MINUTES

004/20.1 MINUTES OF THE MEETING HELD ON 11th MARCH 2020 WAS SUBMITTED.

RESOLVED to agree the accuracy of the minutes of the meeting held on 11th March 2020 confirmed as a true and accurate record after amending Councillor Marsh as being in attendance and authorise the Chairman to sign the minutes at the next face to face meeting of the council.

SB

005/20 HIGH CONSEQUENCE INFECTIOUS DISEASE POLICY

Members were asked to formally agree the High Consequence Infectious Disease Policy.

RESOLVED to ratify the High Consequence Infectious Disease Policy adopted by email on 20th March 2020.

006/20 ANNUAL MEETING OF THE PARISH COUNCIL

RESOLVED to note that the Annual Meeting of the Parish Council had been deferred until May 2021. The Chairman had circulated the report he would have given to the Village News.

007/20 STANDING ORDERS

An addendum to the Standing Orders had been circulated to enable the Council to meet virtually during the current pandemic.

RESOLVED to adopt the standing orders with immediate effect.

008/20 PUBLIC PARTICIPATION

RESOLVED to note that there were no members of the public present.

RESOLVED to note there were no City or County Councillor reports.

Signed (Chairman):.....

Date

009/20 TOWN AND COUNTRY PLANNING

RESOLVED to note there were no applications to consider.

010/20 NOTIFICATION OF DECISIONS

RESOLVED to note the report on the notification of decisions, submitted by the Clerk.

011/20**FINANCIAL MATTERS –****011/20.1 BANK RECONCILIATION TO 14.05.20**

There was submitted a report by the Clerk on the reconciliation of the Council's financial records with its bank account statements.

RESOLVED to receive and note the bank reconciliation and balances to 14th May 2020 of £11,911.93.

011/20.2 EXTERNAL AUDITOR ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2020 AND EXEMPTION CERTIFICATE–

There were submitted Section 1, Annual Governance Statement, and 2, Statement of Accounts, of the Annual Return, Receipts and Payments Accounts, Balance Sheet, Supporting Notes and Annual Internal Audit Report for the year ended 31st March, 2020.

011/20.2.1 RESOLVED to approve the Annual Governance Statement for the year ending 31st March 2020.

011/20.2.2 RESOLVED to approve the Statement of Accounts for the year ending 31st March 2020.

011/20.2.3 RESOLVED to authorise the Chairman to sign Sections 1 and 2 of the Annual Return for 31st March 2020. **SB**

011/20.2.4 RESOLVED that the Parish Council can certify itself as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 and to submit a Certificate of Exemption to the External Auditor having confirmed that gross income or gross expenditure did not exceed £25,000 in the year ending 31st March 2020

011/20.2.5 RESOLVED to agree that the Accounts, Balance Sheet and Supporting Notes reflected the Parish Council's financial position at 31st March 2020.

011/20.2.6 RESOLVED to note that the notification of Public Rights & Publication of Unaudited Annual Governance & Accountability Return for accounts year ending 31st March 2020 as Monday 15th June to Friday 24th July 2020.

011/20.3 APPROVAL OF EXPENDITURE

RESOLVED to authorise the following expenditure for payment:-

Amount £	Payee	Detail	Cheque number
330.48	A Riddell	Net wage to 31.05.20	100787
176.04	CALC	Subscriptions	100788
418.13	Came & Company	Insurance	100789
440.00	R Farrimond	Grass cutting	100790
100.00	Lacy Thompson Hall	Xmas tree contribution	100791

Signed (Chairman):.....

Date

011/20.4 INTERNAL AUDIT REPORT

RESOLVED to note the internal audit report and that no matters of concern were raised.

012/20 CONTINUED USE OF DELEGATED POWERS

RESOLVED to note the correspondence from CALC and that devolved powers adopted through the High Consequence Infectious Disease Policy on 20th March 2020 would be discontinued with immediate effect.

013/20 DATE OF NEXT MEETING

RESOLVED to note that the next virtual meeting of the parish council would be held on 8th July 2020 at 7.00pm and called by electronic summons.

Meeting closed at 7.12pm

Signed (Chairman):.....

Date

MINUTE of the FARLAM PARISH COUNCIL ANNUAL PARISH MEETING held in HALLBANKGATE VILLAGE HALL on WEDNESDAY 8th MAY 2019 at 7.30 p.m.

PRESENT

Councillors: S. Bowles (Chairman) (in the Chair), R. Hinton, C. Skeates, C. Marsh, R. Foster and A. Murray.

IN ATTENDANCE – Clerk to the Parish Council

MINUTES

The minute of the Annual Parish Meeting held on 16th May, 2018 was submitted for approval.

RESOLVED to approve the minute.

CHAIRMAN'S REPORT

Councillor Bowles gave his Chairman's Report as follows:-

At the May 2018 annual parish meeting I was re-elected as Chair, with Alan Shaw as vice chair. Alan decided to not seek re-election to the council and I would like to record my sincere thanks to him for his service over the past 32 years! I am sure we can all agree this has been a tremendous contribution and we wish him and Eileen well. My thanks also go to Charles Raine who decided, after many years of service, not to stand again. At the May elections a total of six councillors were elected leaving five vacant seats. I welcome our new and returning councillors and note that it would be helpful to fill the remaining vacancies as soon as possible. Details of how to become a Parish Councillor are shown on our website www.farlamparishcouncil.com .

During the past year, members of the council have attended wider forums such as Cumbria association of local councils, Carlisle Parish Councils association and Brampton and beyond community trust. Throughout the year the council has considered all planning applications, making observations where appropriate. Routine business, as detailed in the minutes of each meeting, has been conducted in an orderly manner with the support and advice of our Clerk, Allison Riddell, to whom I also give thanks. The minutes are no longer printed in the village news, which is now published quarterly, but they are available on the website in the archives section.

Concern has been expressed by residents about speeding through Hallbankgate and also about careless parking next to the play area. Some residents have organised their own signs – e.g. Twenty's plenty – although there remains some disappointment that the signs are being ignored. The council has stated that if residents set up a speed-watch group then it will be fully supported. The play area itself is also an issue of concern. There has been some vandalism, which has been expensive to repair, but also certain structures are now showing their age. Ideally parishioners could come together to form a "friends of the playground" group; such a group would be in a position to seek grant funding from diverse sources which are not open to requests from the council, whose own funds are extremely limited. Sadly it appears that we will not benefit from the community fund set up by the operators of the Halton-Lea-Gate quarry. They have no statutory duty for this and have decided that any limited funds that are available will be donated to that community.

The issue of littering, and especially of dog mess, has caused anxiety. I would appeal to all members of our community to act with responsibility for our mutual benefit. The council is unable to provide or empty bins; everyone knows what is right so I ask that we all act appropriately in this respect. An issue with regard to street lighting is still unresolved but has not been forgotten. I would remind parishioners reading this that we are here to listen to your concerns about local issues. Please speak to any councillor or write to the Clerk, Farlam Parish Council, at the Brampton Parish Council office.

The precept for the coming year has been set; an above inflation rise was necessary as we still have to catch up from the very low base caused when council expenditure was subsidised by the grant from Thompson's quarries. I am pleased that Hallbankgate hub is continuing to offer its valuable service. I hope that everyone in the community will consider how they can support the hub in order to ensure its survival. It was set up following a Parish Council initiative, all who go there say what an amazing place it is. It would be a shame to lose it.

RESOLVED to note the report.

OTHER RELEVANT BUSINESS

None.

Meeting closed at 7.40pm.

FARLAM PARISH COUNCIL
BANK RECONCILIATION AT 14th JUNE 2020

HSBC ACCOUNT - 20476129

Balance b/f at 14/05/20	11,911.93		
Income		Expenditure	1,514.65
		Balance c/f	10,397.28
	11,911.93		11,911.93

Bank Reconciliation

Balance per statement @ 14.6.2020 11,911.93

Less o/s cheques

A Riddell	100787	330.48	
CALC	100788	176.04	
Came & Co insurance	100789	418.13	
R Farrimond	100790	440.00	
HBG village hall	100791	100.00	
J Batey	100792	50.00	
		1,514.65	
		10,397.28	

<u>Income</u>	<u>Date</u>	<u>Detail</u>	<u>£</u>	<u>Expenditure</u>	<u>Date</u>	<u>Detail</u>	<u>£</u>
				5.6.20		A Riddell	330.48
				5.6.20		CALC	176.04
				5.6.20		Came & Co insurance	418.13
				5.6.20		R Farrimond	440.00
				5.6.20		HBG village hall	100.00
				5.6.20		J Batey	50.00
			0.00				1,514.65

	Balance B/F	Balance C/F	
HSBC Account	11,911.93	10,397.28	
	£ 11,911.93	£ 10,397.28	

I certify that I have checked the above figures and am satisfied, to the best of my belief and knowledge, that they accurately represent the financial position of the Parish Council at the date indicated.