

**PRESENT**

Councillor S. Bowles (Chairman) (in the Chair)  
Councillor C. Raine  
Councillor A. Shaw  
Councillor S. Dalton

Councillor A. Radcliffe  
Councillor R. Hinton  
Councillor C. Marsh

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillor S. Bowman, Carlisle City Council

**1/17 ELECTION OF CHAIRMAN**

Councillor C. Raine, seconded by Councillor A. Radcliffe, moved that Councillor S. Bowles be elected to the office of Chairman of the Council.

There were no other nominations for Chairman.

**RESOLVED**, unanimously, that Councillor Bowles be duly elected as Chairman for the next year.

**2/17 DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN**

**RESOLVED** to note that Councillor Bowles, in the presence of the Council, signed the Declaration of Acceptance of Office of Chairman of the Council.

**3/17 ELECTION OF VICE CHAIRMAN**

Councillor C. Raine, seconded by Councillor C. Marsh, moved that Councillor A. Shaw be elected to the office of Vice-Chairman of the Council.

There were no other nominations for Vice-Chairman.

**RESOLVED**, unanimously, that Councillor Shaw be duly elected as Vice-Chairman for the next year.

**4/17 APOLOGIES FOR ABSENCE**

**RESOLVED** to note that apologies were received from:-

Councillor A. Murray (ill)

**5/17 REQUESTS FOR DISPENSATION**

**RESOLVED** to note no requests for dispensation were received.

**6/17 DECLARATIONS OF INTEREST**

**RESOLVED** to note that there were no declarations of interest.

**7/17 MINUTES**

7/17.1 Minute of the Meeting held on 15th March 2017 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 15th March 2017, confirmed as a true and accurate record.

**8/17 PUBLIC PARTICIPATION**

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

**9/17 REPRESENTATIVES' REPORTS**

**RESOLVED** to note there were no representatives' reports.

## 10/17 TOWN AND COUNTRY PLANNING APPLICATIONS

Applications for planning consent were considered.

**RESOLVED** to advise the appropriate Planning Authority of the Council's comments as follows:-

**10/17.1 5 FARLAM HALL COTTAGES, HALLBANKGATE (17/0360)** – Erection of detached garage/store and 1 metre high stone boundary wall.

No observations.

## 11/17 FINANCIAL MATTERS -

### 11/17.1 BANK RECONCILIATION to 14.04.17

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 balance of the HSBC Account to 14<sup>th</sup> April 2017 of £3,262.14.

### 11/17.2 EXPENDITURE TO APPROVE

**RESOLVED** to authorise the following expenditure for payment:-

- £330.52 A. Riddell – net wage to 31.05.17
- £180.54 CALC – annual subscription 2017/18
- £183.58 P Bell Services – grass cutting

### 11/17.3 INSURANCE

There was submitted, by Zurich, the Parish Council's current insurers, an invitation for the Parish Council to renew its insurance cover with the company for the period 1st June 2017 to 31st May 2018 along with cover for the village hall to be included.

**RESOLVED** to renew the existing cover at a cost of £1,392.41 which includes the village hall. The Hall insurance costs (£887.00) would be reimbursed from village hall funds.

### 11/17.4 GOVERNANCE AND ACCOUNTABILITY FOR LOCAL COUNCILS IN ENGLAND 2017

Consideration was given to the revised sections 1-5 of the Practitioners Guide 2017 from NALC.

**RESOLVED** to adopt sections 1-5 of the Practitioners Guide 2017 which includes sections on the transparency code for smaller authorities.

### 11/17.5 ACCOUNTS – Accounts for the year ended 31<sup>st</sup> March 2017

There were submitted Section 1 and 2 of the Annual Return, Receipts and Payments Accounts, Balance Sheet and Supporting Notes for the year ended 31st March, 2017.

**11/17.5.1 RESOLVED** to approve sections 1 and 2 of the Annual Return, the Accounts, Balance Sheet and Supporting Notes as reflecting the Parish Council's financial position at 31st March 2017 and authorise the Chairman to sign the annual return for 31<sup>st</sup> March 2017;

**11/17.5.2 RESOLVED** to acknowledge the members' responsibility for the preparation of the Accounts; and

**11/17.5.3 RESOLVED** to confirm that to the best of the members' knowledge and belief,

**11/17.5.3.1** the Accounts for the year to 31st March 2017 had been prepared in accordance with the requirements of the Accounts and Audit Regulations and proper accounting practice;

**11/17.5.3.2** the Council had maintained adequate systems of internal control;

- 11/17.5.3.3** the Council had taken all reasonable steps to assure compliance with legislation;
- 11/17.5.3.4** the Council had provided proper opportunity for the exercise of electors' rights;
- 11/17.5.3.5** the Council had met the requirements of the Audit Commission as to risk assessment, adequacy and effectiveness of systems of internal audit and action on previous Audit recommendations; and
- 11/17.5.3.6** the Council had considered provision for litigation, liabilities, etc.

## **12/17 HALLBANKGATE HUB**

Councillor Bowles gave an update on Hallbankgate Hub including the following points:-

- Renovation work is almost complete, although it has taken longer than hoped
- Café is now functioning although the electrics and flooring will be fully complete in a few days
- Finance has been a struggle – once the last lot of grant money has been drawn down it will then be up to the community to use this fantastic resource to keep it running
- Money in reserves is not vast and the Hub needs to balance its books pretty quickly
- Volunteers are still required. The Hub would like to employ more staff but can't afford it at the moment
- The recycling facility will return in due course

Members raised concerns at the lack of promotion of the Hub outside the local area and the lack of information on opening hours at the Hub itself.

**RESOLVED** to note the update.

## **13/17 VILLAGE HALL/CARETAKER**

Councillor Bowles reported that he had checked various documents on the position of the village hall caretaker and any tax implications that the job might entail. From an HMR&C document regarding living accommodation, in the case of the village hall caretakers position it was exempt from tax.

**13/17.1 RESOLVED** to note the report.

**13/17.2 RESOLVED** to note that the conveyance for the village hall had not been found. The matter of responsibility for repairs and maintenance to the hall would be deferred to the next agenda.

## **14/17 HALTON LEA GATE MINING – LIAISON COMMITTEE**

Councillor Raine gave an update on the liaison committee for Halton Lea Gate mining including the following points:-

- A new chairman for the committee will be appointed in due course
- Councillor Hutchinson will remain as the local liaison member
- A meeting will be held at the end of June to draft a constitution and grant application forms for the committee
- The committee is keen to have representatives from outside Halton Lea Gate
- Approximately £75,000.00 will be put into a community fund for grant distribution

**RESOLVED** to note the update and that if anyone was interested in being on the liaison committee then they should inform Councillor Raine directly.

## **15/17 PLAY AREA**

Councillor Hinton reported that an order had been placed for immediate repairs from Playdale although no installation date had yet been arranged. An application for funding to help with repair costs had been submitted to the CN Group for consideration. Litter in the area is an ongoing problem.

**RESOLVED** to note the report.

**16/17 CALC**

The following correspondence from CALC was received and noted:-

**16/17.1 CALC CIRCULARS** – April and May 2017

**16/17.2 HIMS LAUNCH COMMUNICATION** – Email from S. Bagshaw.

**16/17.3 GENERAL ELECTION GUIDANCE** – Email from S. Bagshaw.

**16/17.4 TRAINING DATES** – Email from S. Hutchinson.

**16/17.5 CHIEF EXECUTIVE'S BULLETIN** – Email from S. Bagshaw.

**17/17 CORRESPONDENCE RECEIVED**

**RESOLVED** to note the following correspondence had been received:-

**17/17.1 VEHICLE COMPLAINT** – Email from Eddie Collins, W&M Thompson (Quarries) Ltd.

**18/17 LITERATURE AVAILABLE FROM THE CLERK**

**NOTED** that the following literature is available from the Clerk for any interested Councillors:-

**18/17.1 NOTICE OF EXECUTIVE KEY DECISIONS** – 7<sup>th</sup> April 2017

**19/17 AGENDA ITEMS FOR NEXT MEETING**

- Hall conveyance document
- Halton Lea Gate liason committee
- Lamppost at Crossgates

Further items for consideration should be submitted to the Clerk by 5th July 2017.

**20/17 DATE OF NEXT MEETING** – Wednesday 12<sup>th</sup> July 2017, 7.30pm, Hallbankgate Village Hall.



12/7/17