

**MINUTES OF LOWER HOLKER PARISH COUNCIL MEETING HELD AT FLOOKBURGH VILLAGE  
HALL ON WEDNESDAY 7<sup>th</sup> JUNE 2017**

**PRESENT**

Parish Councillors R Airey (Vice Chairman), B Dawson, M Keith, S Rawsthorn, J Ryland & T Wilson (Chairman), County Councillor S Sanderson, Parish Clerk L Prescott & 1 member of the public.

One Minute's Silence was observed prior to the start of the meeting for those affected by the recent UK terrorist attacks.

**17/047 Apologies for Absence**

Apologies were received and accepted from Parish & District Councillor G Gardner and PCSO H Firth.

**17/048 Requests for Dispensations**

None.

**17/049 Declarations of Interest**

None.

**17/050 Minutes of the Last Meeting**

**Resolved** The acceptance of the Minutes of the Council meeting held on Wednesday 3rd May 2017 was proposed by Councillor Airey, seconded by Councillor Keith, agreed unanimously and signed by the Chairman.

**17/051 Public Participation (at the Chairman's discretion)**

The Chairman queried whether the number of Councillors could be increased as a local resident would be interested in joining the Council. The Clerk advised that it was not possible for the Parish Council to unilaterally amend the numbers of Councillors. A review had taken place, led by South Lakeland District Council, in recent years (2013/14) when it was decided that the number of Councillors and Parish Boundaries for Lower Holker Parish would remain the same. The District Council is the local lead on electoral matters and Councillor Sanderson will ask the Electoral Officers at SLDC when the next review will take place.

**17/052 Police**

PCSO Firth was absent however he plans to attend the July meeting. He has sent a report regarding Police calls for services in Flookburgh and Cark. Flookburgh: 22 Calls for Service. 4x Assaults & 2x Thefts. Cark: 11 Calls for Service. 1x Criminal Damage.

**17/053 District and County Councillors**

a) County Councillor Sue Sanderson reported:

- i) She has continued to work on local issues raised by residents related to Highways: the road surface and white lining at Bank Top, the manhole cover on Main Street (the ownership of the Manhole cover is an issue). Both are recorded on the information system and she has asked for funding to be allocated. The resurfacing/white lining will take place when they can be scheduled with other similar works.
- ii) She is arranging a site meeting with Victoria Upton about road issues on Moor Lane including adequate 30 mph speed signs and horse warning signs (first discussed 2 years ago) with the addition of the playground.
- iii) The flood recovery meeting will begin again on June 28<sup>th</sup>. They are awaiting an Environment Agency report before plans can be progressed.
- iv) She attended a LAP meeting at Coniston. Its focus was rural crime and the Police and Crime Commissioner attended, alongside Sergeant Nolan and representatives from a group preventing deer poaching. It was a useful meeting. A newsletter subsequently came out from SLDC including information about this event.
- v) Other things at the Council are on hold because of the lack of an overall majority and the General Election. Full council was adjourned and is scheduled to meet on 29<sup>th</sup> June. After the general election there will be negotiations for different parties to sort out what can be a working majority.

- b) District Councillor Gill Gardner was absent and no report has been received.

17/054 **Planning Applications**

None.

17/055 **Planning Decisions**

The following Planning Decisions were noted:

- a) SL/2017/0333. 57 Market Street Flookburgh LA11 7JS. Two storey side, single storey rear extensions, detached workshop and detached two storey dwelling. Granted with conditions relating to plans, materials, parking, glazing, water disposal and tree protection.
- b) SL/2017/0287. North Lodge Holker LA11 7PN. Application of brilliant white masonry paint to cement rendered walls. Granted.

17/056 **Audit 2016/17**

- a) Report from the Internal Auditor

The Clerk read the report from the Internal Auditor which stated that the accounts appear to have been prepared in accordance with the Financial Regulations adopted by the Parish Council. The tendering process for Flookburgh Square work was also examined. No errors or omissions were found during the internal audit checks.

- b) **Resolved** The Annual Governance Statement 2016/17 for Lower Holker Parish Council was approved unanimously and signed by the Chairman and the Parish Clerk on Page 2 prior to submission to the Audit Commission.

- c) **Resolved** The Accounting Statements 2016/17 for Lower Holker Parish Council were approved unanimously and signed by the Chairman and the Responsible Financial Officer (Parish Clerk) on Page 3 prior to submission to the Audit Commission.

17/057 **Financial Reports**

**Resolved** The Financial report, including budget comparison and bank reconciliation as at 24 May 2017, was accepted unanimously.

17/058 **Payment of Accounts**

**Resolved** The authorisation of the following payments was agreed unanimously:

Clerk's Salary (May 2017)	£289.20
PAYE for Clerk's Salary (May 2017)	£72.30
E.On Electricity (Street Lighting) (1/4/17-30/4/17) DD	£44.31
N Power – Electricity (Toilets) 1/4/17-1/5/17 DD	£27.51
South Lakes Services – Toilets Cleaning (May 2017) SO	£259.20
South Lakes Services – Toilets Cleaning balance (April 2017)*	£11.94
CALC Clerk's Forum	£5.00
CALC Annual Membership 2017/18	£287.64
Zurich Insurance 2017/18	£431.87
T Owen (Internal Audit)	£60.00

\*The Clerk reported that the agreed increased charge for SLS cleaning from 1<sup>st</sup> April 2017 was not debited by Standing Order in May by Nat West Bank as requested. This is therefore a balancing item to be paid separately by cheque.

17/059 **Highways**

- a) Road maintenance.

Blocked drain opposite Holker rear gates. Cumbria County Council have now assessed the enquiry W171436039. A partial repair has now been completed, the fault will be fully resolved in due course.

The following items of concern were raised:

- i) Blocked drain by Sandwich Shop in Flookburgh
- ii) Highway surface surrounding central area of Flookburgh Square
- iii) Safety of traffic travelling over brow down Market Street, Flookburgh and vehicles coming up Market Street driving on pavement when they meet.
- iv) Yellow Lines/Keep Clear markings being parked on.

**Resolved** To report to Cumbria Highways and Councillor Sanderson to include the Market Street issue in Victoria Upton's forthcoming site visit.

- b) Highways matters currently under consideration by Cumbria Highways  
As previously reported by County Councillor Sanderson (17/053)

**17/060 Saturday Bus Service**

The Saturday circular Bus Service (532) has been operating with support from the local Parish and Town Councils for over 12 months. The cost per day is £210 and this is partially offset by receipts from fares and concession payments. The estimated shortfall in cost for 2016/17 was £4,500. The actual shortfall in cost for 2016/17 was £6,232. Lower Holker Parish Council provided a payment of £600 to support the service in 2016/17. The Parish Council has included £600 in its budget to support the service in 2017/18. Councillor Dawson attended a meeting of Grange Town Council where they had agreed to make up any shortfall not covered by the other local Parish or Town Councils.

**Resolved** To support the service for 2017/18 as budgeted ie £600.

**17/061 Replacement Seat on Moor Lane**

A galvanised metal seat design has been submitted by Philip Dalton to replace the deteriorating seat on Moor Lane near the industrial estate.

**Resolved** To order the proposed design as quoted (£500 + VAT) and have the plaque on the existing seat transferred to the new seat.

**17/062 New Litter Bin**

The Clerk has no progress to report.

**17/063 Public Toilets**

The Clerk reported that there has been some vandalism including a toilet being blocked and she has asked SLS to resolve this. The gutter filler has also fallen out at the back of the toilets and needs to be reinstalled. Councillor Keith reported that a large tree has been removed at the rear of the toilets. The Clerk contacted SLDC and spoke to Graham Nicholson who advised that the tree was removed due to concerns about branches falling onto the toilets and nearby.

**17/064 Flookburgh & District Recreational Charity**

a) The Clerk reported that a final quotation (002SG3/4) has been received from Kompan for the first phase of the planned recreational facility on the field owned by the Parish Council on Moor Lane. The Charity tendered for the facility and received 4 quotations and Kompan was selected as the preferred supplier due to the quality of all the equipment and the professional design. This phase includes play equipment for children aged 1 to 6 years (in a separate fenced in area); adult exercise equipment (6 pieces); matting under equipment, picnic tables, a shelter, seating, bins, landscaping and trees. Total Cost of Phase 1 including installation = £100,056.97 + VAT (£20,011.39) = £120,068.36.

Kompan has agreed that payments can be made in 4 stages.

The Parish Council has already agreed with the Charity in 2014 that it will take over the ownership of the equipment once installed.

The Charity has received or had pledged funds to cover the (net VAT) cost of this Phase. A further phase (play equipment for older children) will be added once funds are available. One of their funders (WREN) will only provide funds against invoices that have been paid, so the invoices will have to be paid then the (net VAT) amount reclaimed from WREN.

The Charity will grant the funds to the Parish Council who will then pay the invoices as raised. The Parish Council can then reclaim the VAT.

**Resolved** To place the order with Kompan for Phase 1 (quotation 002SG3/4) = £100,056.97+ VAT ie £120,068.36

- b) The Clerk reported that the recent cake sale and duck race were very well attended with 600 ducks being sold and funds raised for the project.

## 17/065 **Correspondence**

The following correspondence was noted:

- a Cumbria County Council  
Grange Bus Service meeting – 10.30 am on 9<sup>th</sup> June at Victoria Hall, Grange
- b South Lakeland District Council  
Local Area Partnership Newsletter – including Rural Policing, Mobile Phone signals, Dementia Friendly Communities, Sustainable Villages, LIP grants.  
Declaration of Interest Form – Annual Review.
- c Cumbria Association for Local Councils (CALC)  
NALC Chief Executive's Bulletin re General Election.  
NALC update to briefing note LO3-17 on Data Protection – new regulations from May 2018 – requiring a review of information held and policies relating to this.  
Monthly newsletter including purdah for General Election, what comprises a good Council meeting, VAT questions answered and NALC meeting with Planning Inspectorate (NALC advised that Parish Councils feel unlistened to at appeals and views receive less attention than those of lawyers or professional planners).  
Flood Action Groups report.  
North West Coast Connections (NWCC)– due to the uncertainty about the proposed nuclear power station at Moorside, NWCC are have decided to pause their work.  
Scale of fees for external audit from 2017/18 year, will only be required if income/expenditure exceeds £25,000.
- d Neighbourhood Alerts  
Police and Crime Commissioner first year in office.  
Fake Police Officers targeting tourists. Ransomware Cyber attack advice. Herbert Form Protocol – for vulnerable adults eg with dementia who go missing. Smishing (SMS phishing) fraud alert.
- e United Utilities/Waterplus  
Notification that the name on the water/wastewater account for the Toilets will change from United Utilities to Waterplus from 22 June 2017. The Service User Number and bank details for the direct debit will change automatically.
- f Cartmel Old Grammar School Foundation  
Information and forms have been received for the educational grants for higher education pupils aged between 18 and 25 years. Closing date for applications is 30 September 2017.
- g Merchant Navy Day  
Notification of Merchant Navy Day on 3<sup>rd</sup> September, Ensign flags can be flown on civic buildings or a flagpole.

## 17/066 **Forthcoming Events**

The following events were noted:

- 7 pm, 5th June at Kendal Town Hall – CALC District Meeting
- 10.30 am, 9th June at Victoria Hall Grange – Meeting re Saturday Bus Service
- 6.30 pm, 16th June, at Derby Arms – CALC Clerk's Forum.
- 7pm, 27th June in Flookburgh Village Hall. Connecting Cumbria event re superfast broadband.

## 17/067 **Date of Next meeting**

The following meeting was noted:

The next meeting of the Parish Council will be held at 7 pm on Wednesday 5th July 2017 in Flookburgh Village Hall.

Clerk to the Council: - Lyn Prescott, 13 Church Walk, Flookburgh, Grange-over-Sands, Cumbria LA11 7JX