

**MINUTES OF LOWER HOLKER ANNUAL GENERAL MEETING HELD AT FLOOKBURGH
VILLAGE HALL AT 7.00 PM ON 2nd MAY 2018**

PRESENT

Parish Councillors R Airey (Vice Chairman), B Dawson, G Gardner (& District Councillor), M Keith, S Rawsthorn & T Wilson (Chairman), County Councillor S Sanderson, Parish Clerk L Prescott & 7 members of the public.

18/024 Election of Chairman

It was Proposed by Councillor Airey and Seconded by Councillor Gardner that Councillor Wilson be elected Chairman. There were no other nominations. Councillor T Wilson was elected Chairman for the year 2018-19 and signed the Form of Declaration of Acceptance of Office.

18/025 Election of Vice Chairman

It was Proposed by Councillor Gardner and Seconded by Councillor Dawson that Councillor Airey be elected Vice Chairman. There were no other nominations. Councillor R Airey was elected Vice Chairman for the year 2018-19 and signed the Form of Declaration of Acceptance of Office.

18/026 Apologies for Absence

Apologies were received and accepted from Parish Councillor J Ryland and PCSO H Firth.

18/027 Minutes of the Last Annual General Meeting

Resolved The acceptance of the minutes of the Annual General Meeting of the Parish Council held on 3rd May 2017 was proposed by Councillor Airey, seconded by Councillor Dawson, agreed unanimously and signed by the Chairman.

**MINUTES OF LOWER HOLKER PARISH COUNCIL MEETING HELD AT FLOOKBURGH
VILLAGE HALL FOLLOWING THE ANNUAL GENERAL MEETING ON WEDNESDAY 2ND MAY
2018**

PRESENT

Parish Councillors R Airey (Vice Chairman), B Dawson, G Gardner (& District Councillor), M Keith, S Rawsthorn & T Wilson (Chairman), County Councillor S Sanderson, Parish Clerk L Prescott & 5 members of the public.

18/028 Apologies for Absence

Apologies were received and accepted from Parish Councillor J Ryland and PCSO H Firth.

18/029 Requests for Dispensations

None.

18/030 Declarations of Interest

None.

18/031 Minutes of the Last Meeting

Resolved The acceptance of the minutes of the meeting held on 4th April 2018 was proposed by Councillor Rawsthorn, seconded by Councillor Dawson, agreed unanimously and signed by the Chairman.

18/032 Public Participation (at the Chairman's discretion)

a) Mrs E Wright of Cark had previously contacted the Parish Council about littering and road safety. She had noted the Parish Council's previous response in relation to the new speed gun. She asked when the ghost footpath would be reinstated on the road into Cark from Cartmel. She also suggested that to reduce the risk to pedestrians on the road

into Cark from Cartmel that a sign be installed to warn drivers that pedestrians are walking on the road. Country Councillor Sue Sanderson will forward this to Cumbria Highways and arrange a site meeting with Highways Engineer Victoria Upton.

- b) Mr M Brown repeated his concerns regarding road safety on the road between Cark and Cartmel due to the central white lines not being reinstated following tarmacking works. County Councillor Sanderson advised that she had spoken to Lower Allithwaite Parish Council and they had asked for it not to be reinstated. Parish Councillor Airey will speak to Lower Allithwaite Parish Council about these concerns.

18/033 **Police**

PCSO Firth was absent, but he has sent a report on calls for Police service over the past 30 days:

Flookburgh - 14 Calls For Service

Road Related Offence 1, Anti Social Behaviour 3, Burglary Non Dwelling 1, Concern For Welfare 1, Highway Disruption 1, Domestic-1, Criminal Damage-1, Road Traffic Crash-1, Theft-1, Assault-1

Cark - 6 Calls For Service

Theft of a Vehicle 1, Anti Social Behaviour-1. Pre Planned Events (Lamping)- 4

18/034 **District and County Councillors**

a) District Councillor Gill Gardner continues to work on littering and dog fouling.

b) County Councillor Sue Sanderson reported that she has allocated funds towards widening the footpath to the new Playground.

18/035 **Planning Applications**

The following Planning Applications were considered:

a) SL/2018/0265 Land adjacent to 55 Jutland Avenue, Ravenstown. Dwelling, formation of vehicular access and connection to foul sewer.

Resolved to support this application as it will provide a home for a local family and represents infilling in Ravenstown.

b) SL/2018/0310 Airfield Farm, Moor Lane, Flookburgh LA11 7LS. General purpose agricultural building.

Resolved to support this application as it will improve livestock welfare.

18/036 **Planning Decisions**

The following Planning Decision was noted:

SL/2018/0028. Land (paddock) adjacent to 47 Allithwaite Road, Flookburgh LA11 7JR
Erection of 2no. dwellings, hardstanding for car parking and installation of mains sewage connection. Granted with conditions relating to appearance, access, water disposal, contamination and hedgerows.

18/037 **Financial Reports**

Resolved The Financial report, including budget comparison and bank reconciliation as at 24 April 2018, was accepted unanimously.

18/038 **Payment of Accounts**

Resolved The authorisation of the following payments was agreed unanimously:

Clerk's Salary (April 2018)	£294.80
PAYE for Clerk's Salary (April 2018)	£73.70
E.On Electricity (Street Lighting) (1/3/18-31/3/18) DD	£45.79
South Lakes Services – Toilets Cleaning (April 2018) SO	£259.20
N Power – Electricity (Toilets) 1/3/18-1/4/18 DD	£37.71
Clerks & Councils Direct (Annual Subscription)	£84.00
CALC Annual Subscription 2018/19	£297.00
Zurch Insurance (2018/19)	£1461.43
Ladds (Playground initial groundworks including test drilling)	£1620.00
SLDC (empty 2 litter bins on playground) (1/4/18-31/3/19)	£455.52

SLDC Playground Inspections April 2018 – March 2019	£413.71
Kompan (Playground Invoice 5 – final balance)*	£7916.52

* Kompan payment to be made on completion of contracted works and agreed snagging works. A letter has been received from Kompan's solicitors demanding immediate payment. A response has been prepared by the Clerk and will be dispatched.

18/039 **Grant Application**

An application has been received from the volunteers who maintain the Cemetery towards maintaining the equipment used.

Resolved to award a grant of £150.00

18/040 **Highways**

- a) Reports requiring Highways Maintenance – damaged 30 mph speed sign on Allithwaite Road has been reported.
- b) Highways matters in process with Cumbria County Council – no response
- c) Damaged wall outside Engine Inn, Cark – no response from Brewery.

18/041 **General Data Protection Regulations (GDPR)**

a) Report on GDPR

The Clerk reported that the Parish Council is now registered as a Data Controller with the Information Commissioners Office. When new regulations come into effect the cost will be increased to £40 (the Parish Council paid £35). The Government is tabling an amendment to the Bill so that Parish Councils will be exempt from the requirement appoint a Data Protection Officer (DPO), although they can choose to appoint one. The majority of the estimated cost included in the Parish Council budget was for this requirement. There is a 12 point checklist from the ICO and a 10 point checklist from NALC for compliance, reduced to 9 now no DPO is required and the Parish Council is progressing well towards compliance.

b) Draft Data Protection Policy

The Clerk outlined the Draft Policy which is based on a NALC template and is a requirement of GDPR. It includes how the Parish Council will collect, process, store, access, disclose data and confidentiality.

Resolved To adopt the Data Protection Policy.

18/042 **Public Toilets**

No issues to report.

18/043 **Flookburgh & District Recreational Charity**

The Clerk reported that she is obtaining quotations for grass cutting of the Playground, the first received is £80+VAT per cut. Her son has volunteered to cut the grass this summer using the mower owned by the Charity and is willing to train other volunteers. The mower would not be able to cut some areas around or under equipment, so a strimmer would be required for this.

Resolved To purchase a strimmer for use on the Playground.

18/044 **Correspondence**

The following correspondence was noted:

a) Cumbria County Council

Grange Community Wellbeing Group – health survey to be delivered via Grange Now in May, responses to Flookburgh Village Hall, Grange Library, Health Centre

b) South Lakeland District Council

Notification - Planning Appeal re SL/2017/0260 Land to the West of the Dell, Cark.
Notification - amendment of Planning Application SL/2017/1092. Crown Inn, Flookburgh.

Notice of Poll and Statement of Persons Nominated.
Snow Survey
Extra litter picking teams on roadside verges
Standards Committee 17th April 2018

- c Cumbria Association for Local Councils (CALC)
GDPR Guidance
Internal Audit Checklist
District Association paperwork for meeting on 14th June.
Cyber Proficiency Training – 5th June in Ambleside & Windermere.
NALC National Salary Award 2018/19
Revised Model Standing Orders
Website error messages
- d Neighbourhood Alerts
Fraud alerts – World Cup Tickets, Magazine debt bailiffs, online purchases.

18/045

Date of Next meeting

The following meeting was noted:

The next Parish Council meeting will be held at 7 pm on Wednesday 6th June 2018 in Lower Holker Village Hall.

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