



**Minutes of the Parish Council meeting held on Monday 03 August 2020  
via Zoom Video Conference**

Present: Councillors Ian Mitchell, Emma Richardson, Geoff Woof, Les Howes, Gary Seekins, Jocelyn Manners-Armstrong, Michael Akrigg

District Councillors: Kevin Lancaster

*To be presented for acceptance at the Parish Council meeting on Monday 07 September 2020*

238	/20	<p><b>Election of Chair:</b> Vice-Chair Cllr Mitchell welcomed everyone to the meeting and asked for nominations for chair. No nominations were forthcoming and the Clerk explained that there were two options in this case:</p> <ul style="list-style-type: none"> <li>a) The Vice-Chair would chair meetings until May 2021 when a new chair would need to be elected. The Clerk advised that this is not ideal as the Vice-Chair is also a District Councillor with a known political affiliation.</li> <li>b) A chair would be elected on a meeting by meeting basis until May 2021.</li> </ul> <p>Cllr Manners-Armstrong agreed to chair this meeting and it was <b>RESOLVED</b> that a chair would be elected on a meeting by meeting basis for the time being but that all councillors should consider whether they would put themselves forward.</p>	
239	/20	<p><b>Apologies for absence:</b> <b>RESOLVED</b> to accept apologies from District Cllr Suzie Pye.</p>	
240	/20	<p><b>Declarations of Interest:</b> <b>RESOLVED</b> that Cllr Mitchell declared an interest in item 11(b) on the Agenda regarding the Car Park Attendant.</p>	
241	/20	<p><b>Minutes of the meeting on Monday 06 July 2020:</b> <b>RESOLVED</b> that the minutes of the meeting on Monday 06 July 2020 were agreed as a correct record and will be signed by the Chair when safe to do so.</p>	
242	/20	<p><b>Clerk's Report:</b> <b>RESOLVED</b> to accept the Clerk's Report as presented. Further discussion took place regarding the signs at Stonehouse Bridge. It was suggested that bollards could be placed at the correct width approximately 50 metres before the bridge to advise drivers. Whilst this was considered a good idea it is also the length of vehicle and the tight turn onto the bridge that causes the problems.</p>	
243	/20	<p><b>Chair and Member Announcements:</b> It was noted that Cllr Mitchell had been doing an excellent job of looking after the car park and toilets throughout July. It was suggested that a formal letter of thanks be sent to Juliet Hoggar and John Hyde for their services to the council. <b>RESOLVED</b> to send these letters along with a welcome letter to the new vicar. It was noted that a letter of thanks had been received from the School Governors for the £5,500 loan towards the cost of repairs to the boiler. However, this letter claimed that the council did not support the school enough. It was noted that over the last ten years the council had granted over £11,000 to the school and this did not include the £5,500 loan. <b>RESOLVED</b> that the Clerk would draft a letter and send to all councillors with these numbers.</p>	

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244	/20	<b>County and District Councillor Announcements:</b> <b>Kevin Lancaster</b> – Voiced concerns over the recent Devolution proposals and the favoured plan for Cumbria would be two unitary councils with one elected Mayor. It is difficult to see how this would work.	
245	/20	<b>Public Forum:</b> It was noted that the growth of the hedges and verges was once again getting quite long and it was questioned who would be doing the maintenance work this year. The council is currently involved in a tender process but the first round had drawn no tenders. Unfortunately, the council's usual contractor is probably not able to do the work due to tighter controls on Public Liability Insurance and necessary qualifications. The Parish Council is doing everything it can to ensure that the work is completed to a good standard once the cutting window opens on 15 September. There was further discussion regarding the devolution proposals and it was noted that there may be some changes that the Parish Council does not want and we may need to contest these. It was suggested that the Policy and Resources Committee should consider the proposals in detail and prepare a response for the council to be used at the appropriate time.	
246	/20	<b>Policy and Resource Committee:</b> <b>a) Committee Structure</b> It was noted that the council was in a difficult position due to being two councillors short at the moment. It was suggested that the most urgent committee was the Planning Committee who at only three members were not in a good position. <b>RESOLVED</b> to strengthen the Planning Committee with the addition of two councillors. Cllrs Seekins and Woof to be added to this committee. All other committees will be considered at a meeting of the Policy and Resources Committee to be scheduled at the earliest opportunity. <b>b) Emergency Plan</b> Cllr Seekins presented a new Emergency Action Plan to council which was the new streamlined way in which Cumbria Action required information. The original Emergency Plan is now a source document and work will be done to update this in the future. For the moment a new "Telephone Tree" had been devised for use by the Emergency Services. Cllr Seekins requested a Working Group is set up to look at this going forward and that a table top exercise to test the plan might be useful. <b>RESOLVED</b> that this will be added to the Policy and Resources Agenda for consideration.	
247	/20	<b>Amenities and Environment Committee:</b> The minutes of the recent meeting had been circulated and there were no recommendations to discuss. It was noted that the Wrought Iron Gate on the footpath by the river had been repaired and would be replaced shortly.	
248	/20	<b>Car Park Committee</b> <b>a) Electric Vehicle Charging</b> Cllr Mitchell presented a proposal from Charge My Street to install EV charging points in the car park using funding provided by central government.	

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		<p>It was noted that there is often a vast difference in the price charged to the end user between different providers and it should be checked to ensure the best price is obtained. <b>RESOLVED</b> to check the price to the end user before proceeding.</p> <p><b>Cllr Mitchell left the meeting at this point</b></p> <p><b>b) Car Park Attendant and Cleaner</b> Following the retirement of the Car Park Administrator and Cleaner in July, it was necessary to find a replacement. It was suggested that it might be easier to put a tender out for this work to be done on contract, thus removing the need for PAYE and other HR issues. <b>RESOLVED</b> to move from employment to contract for this work. The Clerk would draft a tender document to be sent to councillors. Cllr Mitchell agreed to carry on the work until the contract had been awarded.</p> <p><b>Cllr Mitchell returned to the meeting</b></p>																							
249	/20	<p><b>Playing Field Committee:</b> This committee had not met in the last month. It was noted that the rubbish behind the dug outs was becoming a problem and needed to be cleared ASAP. <b>RESOLVED</b> that the Clerk would ask the football club to remove this.</p>																							
250	/20	<p><b>Planning Committee:</b> The minutes of the latest meeting had been circulated and were noted. There was a recommendation to redraft the policy on Second Homes and Holiday Lets to ensure it related more to sustainability and this would be discussed at the meeting on 10 August.</p>																							
251	/20	<p><b>Finance:</b> Account balances were noted as Current Account £12,564.43 Deposit Account £32,618.33</p> <p>The following payments made since the last meeting were noted</p> <table border="0"> <tr> <td>Waterplus (Car Park Water and Wastewater June 2020)</td> <td align="right">£104.96</td> </tr> <tr> <td>GS Milburn Ltd (Weed spraying on Playing Field)</td> <td align="right">£360.00</td> </tr> <tr> <td>PHS Group Ltd (Sanitary Bins Contract 2020/2021)</td> <td align="right">£336.19</td> </tr> <tr> <td>Peter Hunt (SSL Certificate for Dentdale.com)</td> <td align="right">£59.99</td> </tr> <tr> <td>HMRC (PAYE Q1 2020/2021)</td> <td align="right">£113.20</td> </tr> <tr> <td>Whitemoss Eco Supplies (Sand for Football Pitch)</td> <td align="right">£1637.71</td> </tr> <tr> <td>Ken McClurg (Strimmer Cord)</td> <td align="right">£13.00</td> </tr> </table> <p><b>RESOLVED</b> to authorise the following payments</p> <table border="0"> <tr> <td>Scott Thornley (Admin and Clerks Expenses July 2020)</td> <td align="right">£17.00</td> </tr> <tr> <td>Flowbird (Ticket Machine Maintenance Jul-Sep).</td> <td align="right">£211.24</td> </tr> <tr> <td>The Sign Man (Signs for Playing Field)</td> <td align="right">£38.00</td> </tr> <tr> <td>EON (Car Park Electricity July 2020)</td> <td align="right">£38.39</td> </tr> </table> <p>The clerk presented a quote for Scribe Accounts software which had been presented in April. Further problems with Quickbooks had caused more work</p>	Waterplus (Car Park Water and Wastewater June 2020)	£104.96	GS Milburn Ltd (Weed spraying on Playing Field)	£360.00	PHS Group Ltd (Sanitary Bins Contract 2020/2021)	£336.19	Peter Hunt (SSL Certificate for Dentdale.com)	£59.99	HMRC (PAYE Q1 2020/2021)	£113.20	Whitemoss Eco Supplies (Sand for Football Pitch)	£1637.71	Ken McClurg (Strimmer Cord)	£13.00	Scott Thornley (Admin and Clerks Expenses July 2020)	£17.00	Flowbird (Ticket Machine Maintenance Jul-Sep).	£211.24	The Sign Man (Signs for Playing Field)	£38.00	EON (Car Park Electricity July 2020)	£38.39	
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		and Quickbooks remained un-supported. It was <b>RESOLVED</b> to purchase Scribe Accounts.	
<b>252</b>	<b>/20</b>	<b>Exceptional Items:</b> There were no exceptional items to discuss.	
<b>253</b>	<b>/20</b>	<b>Date of next meeting:</b> <b>RESOLVED</b> that the next meeting will be held on Monday 07 September 2020 via Zoom video conference to commence at 7.30pm.	

Chairperson:.....

Date:.....