

Waverton Parish Council

Minutes of the Annual General Meeting held in the Village Hall on Thursday 17th May 2018 at 7.30pm.

The Annual Parish Council meeting was held following the close of the Annual Parish Meeting.

Present

G Girvan (Chair) W.Paterson, S Peile, T.Huntington, J Dixon and. Also present Clerk A.M.Paterson

022/18 Election of Chairman

Resolved that Councillor G.Girvan be duly elected as Chairman for council year 2018/19

023/18 Declaration of Acceptance of Office

Councillor G Girvan signed a Declaration of Acceptance of the office of chairman for council year 2018/19.

024/18 Appointment of Vice Chairman for council year 2018/19

Resolved that Councillor W Paterson be appointed vice chairman for council year 2018/19

025/18 Apologies for absence

Councillors L.Graham, H Routledge and District Councillor A Hedworth

026/18 Minutes

Resolved that the ordinary council meeting held on 22nd February 2018 plus the Annual meeting held 25th May 2017 as a true record. (Copy attached)

027/18 Adoption of Standing Orders

Resolved to adopt the NALC 2018 Model Standing orders.

028/18 Appointment of representatives to Outside Bodies

Resolved that the following be appointed to represent the council on outside bodies for council year 2018/19

Parish Hall Committee – Councillors L Graham and G Girvan

Wigton Burial Board Committee – Councillors G Girvan and L Graham

Internal drainage board – J Dixon

029/18 REQUESTS FOR DISPENSATIONS

No requests were received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.

DECLARATION OF Pecuniary Interest or other Registrable Interest (other than those recorded on their Notification of Pecuniary Interests or other Registrable Interests) relating to any items on the agenda

None

030/18 Adjournment of meeting

No members of the public were present.

031/18 Reports from outside bodies.

Report from the County Councillor.

No report received

Report from the District Councillor.

Apologies No report received but informed us that a meeting of the Internal Drainage Board will take place on the 23rd May 2018

Report from the Police

The Police will no longer attend meetings but hold parish joint meetings every 10 weeks the next meeting will be 13th July at 7pm in Thursby Parish Hall

Report from Wigton Burial Board

Councillor G Girvan reported that the Wigton Burial Joint Committee has its main inspection meeting at the end of May and that work continues improving headstones and the vestry along with new septic tank for the Cemetery house. Cllr J Dixon queried about the route of the Cemetery drain which may be broken.

Report from Village Hall Committee. There was nothing to report from the village hall.

Report from the Internal Drainage Board –Nothing to report

032/18 Correspondence

The following items of correspondence were noted.

- a) Wigton Baths Trust – Thank you for grant
- b) CALC Allerdale – Minutes for meeting on 22nd March 2018
- c) Cumbria County Council – Living Matters, Suicide Alertness Training
- d) Allerdale BC – Public Health Promotion Campaigns
- e) Allerdale BC – Footway Lighting – current position and intentions
- f) Allerdale BC – Public Health – May National Walking Month
- g) Letter from Cllr H Routledge – the chair sadly received a letter of resignation from the parish council from Cllr H Routledge. A letter of thank you to be sent and gift ideas to be discussed at next meeting.

033/18 Payment of Accounts

The following payments were authorised by the council

Cheque No

100484 Solway Direct £382.80

100485 CALC subscription £137.00

100486 Clerks Salary (April/May) £131.34 + expenses £16.61 = £147.95 p

100487 BHIB Ltd Insurance Policy £174.66

100488 E Bell, Internal Auditor £28.00p

034/18 Financial report (Minute reference 13 from Agenda)

RESOLVED: The appointment of Elizabeth Bell as internal auditor and carried out a review of the effectiveness of the internal audit. The members studied and considered the five areas of an adequate review and are completely satisfied that all areas are met and completed adequately

The Councils Accounts as at 31st March 2018 were agreed and duly signed by the Chairman. The Councils bank reconciliation for year ended 31st March 2018 was noted.

APPROVAL OF THE ANNUAL GOVERNANCE STATEMENT 2017/18. Having been circulated to the Council by the Clerk it was duly approved and signed by the Clerk and the Chairman.

APPROVAL OF ANNUAL ACCOUNTING STATEMENT 2017/18. Having been circulated to the Council by the Clerk it was duly approved and signed by the Clerk and the Chairman. All the statements will be published on the parish website and a period of public inspection advertised.

CERTIFICATE OF EXEMPTION FROM LIMITED ASSURANCE REVIEW. The Clerk had circulated the Annual Accounts as well as the Annual Governance & Accounting

Statements. Parish Council's with income and expenditure each less than £25,000 can certify themselves exempt from a limited assurance review. This was agreed, and the Certificate of Exemption was signed by the Chair.

035/18 Financial regulations

Resolved to adopt the model NALC financial regulations (updated January 2016).

036/18 Planning Matters

a) Consultation

Application No	Location	Proposal
2/2018/0041 No objections	Land at Milestone House, Waverton, Wigton	Conversion of three redundant agricultural buildings to three dwellings
2/2018/0107 No objections	Lessonhall Farm, Lessonhall, Wigton	3 bay extension to existing dairy building
HRN/2018/0002	Multiple locations between Raby Cote & Station Rd, Wigton	Removal of 67 sections of Hedgerow to facilitate construction works. All hedgerows to be replanted on completion.

b) Decisions

None received

037/18 Highway Matters

- a) Update on outstanding Highway issues and Street sweeping
- b) Bus Stop Aikbank – request for stop. The clerk has contacted the Cumbria County Council Transport Infrastructure officer to request the reinstatement of the bus stop pole at the Aikbank Junction on the A596.
- c) Right of Way correspondence – The Council resolved that in the absence of any supporting documents/evidence that the council are unable to take the matter further to apply for a modification order in respect of the Definitive Map and Statement of Public Rights of Way on the Baraugh Lonning.
- d) Bench update – D A Harrison's have now kindly donated and fitted a concrete base for the bench and the council are awaiting delivery of the recycled plastic bench.
- e) Temporary Road Closure A596 – commence 13th May 2018 for approx. 5 months, various locations from Thursby roundabout to A595 Lillyhall
- f) Parishes meeting – A596 Highway Issues, meeting on 15th June at 6pm at Aspatria Methodist Church – need Parish Council representative. Councillor W Paterson will attend the meeting.

038/18 Parish Website

The website will be updated with the accounting records for year ending 31st March 2018, plus notice of public rights. Also, relevant GDPR documents.

<http://www.wavertonpc.org.uk/>

039/18 Parish Plan

Nothing to report

040/18 CALC

The contents of CALC correspondence were noted.

CALC circular for March and May 2018

GDPR and Data Protection Bill

GDPR & Policies and Procedures. It was RESOLVED to adopt GDPR and Implement Policies and Procedures to become compliant. The Council are to look at the NALC model policies to bring to council and to check that current policies are in line. TBA.

GDPR mainly focuses on IT security and how to ensure that no data is to be retained that is not relevant or no longer current.

NALC – Data Protection Fees, the council is waiting for the current information on paying registration fees to the ICO to become compliant

New Pay scales for clerks – the Council are to get advice from CALC and bring to a future meeting to introduce a standard scale point for the clerk.

041/18 Items for inclusion on the next Agenda

Usual Agenda items

Gift for H Routledge

GDPR

042/18 Date of next meeting.

Dates for future meetings were agreed. (See attached)

It was noted that the date of the next meeting will be on the 27th September 2018 in the Village Hall starting at 7.30pm.

The Chairman thanked all for attending and closed the meeting at 9.15pm

Signed _____

Dated 27th September 2018