

Skelton Parish Council

Clerk: Mrs R E Kelly, 5 Lark Field, Penrith, CA11 7NY – clerk2skeltonparishcouncil@outlook.com; 01768 863900

Chair: Ms Stacey Kane, Linton Ghyll, Ivegill, Cumbria, CA11 9QF – stacey.kane@virgin.net; 016974 75710

Minutes of the Annual General Meeting of Skelton Parish Council held at Skelton Toppin Memorial, on Tuesday 10 May 2016 at 7.30pm

Present: Cllr Stacey Kane chaired the meeting with Cllr Colin Atkinson, Cllr Anita Lyons, Cllr Nicky Higgins, Cllr Bernard Parker, Cllr William Armstrong, Cllr William Pearson, Cllr Alan Dickinson, Cllr Bunty Wright & Cllr Rob McSkimming.

Members of Public

1 Member of public

16/1 Election of Officers

In line with standing orders the first item on the agenda was the election of Chairperson. The current Chairperson asked if anyone else wished to take the position, and Colin Atkinson proposed Stacey continue as Chair, this was seconded by William Pearson. This was agreed by all.

The Chairperson asked for a Vice Chairperson, Colin Atkinson was proposed by William Armstrong, seconded by William Pearson, and agreed by all.

The Budget Committee was discussed, and it was agreed that all Parish Councillors are part of the Budget Committee

Resolved: Stacey Kane was voted Chairperson, Colin Atkinson Vice Chair, and all Parish Councillors to be the Budget Committee.

16/2 Apologies for Absence

The chairperson asked if there were any apologies for absence.

Resolved: The Chair said she had apologies from Cllr Bob Towers, Cllr Craig Pollock & Cllr Alan Dickinson. Apologies were received via email after the meeting from Cllr Martin Squires & Cllr Tom Wentworth-Waites.

16/3 Declaration of Interest

The Chairperson asked if there were any Declarations of Interest

Resolved: The Clerk had had no Declarations of Interest.

16/4 Minutes

The Chairperson asked if she could sign the minutes of the meeting held on Tuesday 21 March 2016 as a true record of those meetings.

Resolved: The minutes were agreed and signed by the Chairperson.

16/6 Vacancies

The Parish Council discussed the vacancy, and agreed for the time being for the vacancy to be left open.

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- 16/7 Reports**
To hear the following reports:
- a) From Cumbria County Council.
None

 - b) from Eden District Council
None
- 16/8 Garden Waste Skip**
- The Garden Waste Skip contract was discussed, and it was agreed for the Clerk to sign the agreement and return it to Eden District Council. The Clerk was asked to clarify if an extra skip would be provided as the April skip has been missed, and what the costs of providing an extra skip would be, if required.
 - The Correspondence between a parishioner and Eden District Council was discussed and noted.
- 16/9 Grass Cutting**
The 2 tenders which were received were discussed by the Parish Council, and it was agreed to award the contract to the current contractor, due to best value. The Clerk to inform the tenderers.
- 16/10 Replacement Sewerage Disposal System: The Old School House, Lamonby**
The Parish Council discussed the options available with regards to the replacement sewerage disposal system which needs replaced at The Old School House, Lamonby. After discussing the various options with the owner, it was agreed for the owner to carry out the repairs, and the necessary works which include works on Parish Council land.
Resolved: The Clerk to write to the owner of The Old School House clarifying the above.
- 16/11 Play area at Skelton**
Cllr Colin Atkinson reported back that the play area is in good condition, and that there may be potential to enhance some parts of the play area. Cllr Colin Atkinson to arrange for a selection of prices and options, and present to a later Parish Council meeting.
- 16/12 Notice Boards**
The Clerk informed the Parish Council that the grant for the notice board repairs has been awarded. The Clerk to instruct the contractor to complete the works.
- 16/13 Grant**
The Grant request from Christchurch Ivegill PCC towards the churchyard maintenance was discussed, and it was agreed by all to make a grant of £300. The Clerk to arrange.

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16/14 Financial Regulations

The revised financial regulations from NALC were discussed, and it was agreed by all for the Parish Council to adopt the revised regulations.

16/15 Asset Register

The assets of Skelton Parish Council were discussed and the following were agreed to be assets of the Parish Council:

- Playgrounds – Skelton & Laithes
- Bus Shelter
- Church gate
- Chair in Church yard
- Plant pots in Skelton (7)
- Benches in Skelton
- Grit Bins
- Ellonby land (2)
- Quarries – Lamonby (2)
- Allotment
- Telephone boxes (2)
- Notice Boards

Cllr Colin Atkinson to arrange for the above assets to be valued.

The Clerk to include the assets on the audit form for next year.

16/16 Risk Assessment

The Risk assessment was discussed, and it was agreed that no changes were needed.

16/17 Insurance Renewal

The insurance renewal was discussed, and it was agreed to proceed with AON this year, and for the Clerk to research other insurance providers early next year.

16/18 Accounts

The Clerk gave an update on the monies received and expenditure since the last meeting.

The Chairperson was authorised to sign the Cash book as a true reflection of the accounts.

The payments required were authorised to be made.

The Standing Orders which were amended at the previous meeting we agreed by all for adoption.

The Chairperson was authorised to sign the Annual Governance Statement and the Accounting Statements for 2015/2016.

16/19 Highways

There were no highways matters to discuss

There is a new Highways Hotline contact number: 0300 303 2992

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16/20 Planning

The following planning applications were discussed. The Clerk to contact Eden District Council with the Parish Councils responses.

<u>Application Number</u>	<u>Location</u>	<u>Description</u>	<u>Decision</u>
16/0344	Town Head Farm, Unthank	Proposed roof over existing storage area	No Comments / Objections
16/0288	Ivy House, Skelton Wood End	Lawful development certificate for use of former stables	No Comments / Objections
16/0173	The Hurst, Ivegill	New conservatory & porch with additional living accommodation inside the existing barn	No Comments / Objections
16/0205	Chapel Cottage, Skelton	Proposed alterations & extension & installation of underground LPG storage tank	No Comments / Objections
16/0206	Chapel Cottage, Skelton	Proposed alterations & extension & installation of underground LPG storage tank	No Comments / Objections
16/0317	Thomas Close, Skelton	Erection of new 4 bedroomed house with detached double garage	No Comments / Objections

16/21 Correspondence

A letter from Skelton, Hutton-in-the-Forest and Ivegill Parish Notes had been received, thanking Skelton Parish Council for their donation.

16/22 Meeting Venues

It was agreed to have 2 meetings a year at Hutton End, and the rest at Skelton. Due to other booking commitments Ivegill Village Hall is not available. It was agreed for the July & September meeting to be at Hutton end.

16/23 Date of Next Meeting

The date of the next Parish Council Meeting will be Tuesday 12th July 2016 at Hutton End Village Hall.

The meeting was closed at 8.45pm.