

Sockbridge & Tirril Parish Council

Clerk: Mrs R E Kelly, 29 Greystoke Park Avenue, Penrith, CA11 9DB – sockbridgeandtirril@outlook.com; 01768 863900

Chair: Mr R H Morris, Burnrill, Tirril, Penrith, CA10 2JF - hm@haydnmorrismorism.co.uk – 01768 865072

Minutes of the Sockbridge & Tirril Annual Parish Council Meeting held at Tirril Reading Rooms, on Wednesday 9th May 2018 immediately after the Annual Parish Meeting

Present: Cllr Haydn Morris chaired the meeting, with Cllr David Owens, Cllr Richard Relph, Cllr Sindy Phillips and Cllr Philip Greening.

In Attendance:

Eden District Councillor Ian Chambers and 4 members of the public

1/18 Election of Chairman

- Cllr David Owens proposed Cllr Haydn Morris for the position of Chairman, this was seconded by Cllr Philip Greening and agreed by all.

2/18 Election of Vice-Chairman

- Cllr Philip Greening proposed Cllr David Owens for the position of Vice Chairman, this was seconded by Cllr Sindy Phillips and agreed by all.

3/18 Signing of the Declaration of Office

- Cllr Haydn Morris and Cllr David Owens signed the Declarations of Office, witnessed by the Clerk.

4/18 Apologies

- None

5/18 Declarations of Interest

- None

6/18 Minutes

- The minutes of the Council meeting held on 5 March 2018 were agreed for signing and initialling as a true record (Circulated prior to meeting).

7/18 Exclusion of Press & Public (Public Bodies Admission to Meetings Act 1960)

- Not applicable to any agenda items.

8/18 Public Participation

- Cedric Bell advised there was a water leak under the hall, which is going to be investigated.

9/18 District & County Council Representation

- Cllr Ian Chambers gave updates, including the EDC Master Plan is moving along. Ian is representing EDC at the Queen's Garden Party. The Footway Lighting Contract has been agreed, the Clerk advised this had not been received.
- Cllr David Whipp did not attend the meeting.

10/18 Community Led Plan

- Cllr Sindy Phillips advised that she has stepped down as Lead for the CLP, the group are meeting next week and hope to appoint a new lead. The draft plan is nearly complete. It was agreed for STPC to meet with the group soon to look at the information. It was also

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agreed that STPC wishes asap to see the data and analysis of data from the questionnaires, before it is circulated to others and a draft action plan is drawn up.

11/18 Footway lighting

- As discussed with Ian, under 9/18, the clerk advised the draft contract has not been received. It was agreed for the Clerk to contact CALC & EDC to gain clarification on the contract, and the option of a maintenance agreement.

12/18 General Data Protection Regulation

- It was agreed for Cllr Sindy Phillips to contact ACT regarding how the data collected for the CLP needs to be handled.
- It was agreed for the Clerk to contact CALC regarding data held by STPC.

13/18 Adoption of Policies

- It was unanimously agreed to adopt the following policies, with no changes, as laid down in the Standing Orders:
 - Standing Orders
 - Complaints Procedure
 - Financial Regulations
 - Freedom of Information Policy & Publications Scheme
 - Asset Register
 - Risk Management Policy & Protocol
 - Press and Social Media Policy, inc. Guide for press/public attending meetings
 - Data Protection Policy – including GDPR

14/18 Recruitment of Clerk

- The position of Parish Council Clerk has been advertised on the CALC website, CALC Circular, through the village email system and on the notice boards. The timeline for recruitment was agreed to be: closing date 25/05/2018, interviews 04/06/2018 and appointment 11/06/2018. A working group was agreed to include Cllr Haydn Morris, Cllr David Owens, Cllr Sindy Phillips and Cllr Phil Greening.
- The Job Description and Person Specification were agreed
- It was agreed for the Clerk to place an advert in the Cumberland and Westmorland Herald, and for local parish clerks to be contacted by STPC.

15/18 Yanwath Primary School

- The email requesting monies towards the planning fees for a turning area were discussed, and it was agreed that it was not appropriate for STPC to contribute.

16/18 Eden Local Plan

- Cllr Haydn Morris gave an update, which included that the plan is moving forwards, and it is hoped that the plan will be adopted in May/June 2018.
- There is training planned in six locations across the district, with 2 dates & locations being advised. The Clerk to request details of the other training sessions.

17/18 Highways Update

- The following items were discussed:
 - **Sockbridge Lane:** Clerk to contact John Banks, then write to the farmers and request they clean the road when dirty from farm machinery.

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- **Quaker Lane:** Works to replace the culvert on Quaker Lane to be completed June/July, and a replacement tree will be planted.
- **Moss Removal:** Cllr Sindy Phillips advised this was imminent.

18/18 Clerk's Update

- **Correspondence** – all correspondence circulated by email.

19/18 Planning

<u>Application Number</u>	<u>Location</u>	<u>Description</u>	<u>Comments</u>
17/0970	Field opposite Ladybeck, Tirril	Outline application for a residential development for up to 5 affordable houses, with all matters reserved	Object – as attached
18/0230	Thwaite Cottage, Tirril	Listed building consent for shed and summer house	No objections

20/18 Finance

- The Cash Book for April & May 2018 was approved for signing by the Chairman

<u>DATE</u>	<u>DESCRIPTION</u>	<u>BUDGET LINE</u>	<u>EXPENDITURE</u>	<u>INCOME</u>
09/05/2018	Tirril & Sockbridge Reading Rooms (Donation)	Donation	£ 350.00	
09/05/2018	Tirril Times	Donation	£ 60.00	
09/05/2018	Tirril & Sockbridge Reading Rooms (Defib)	Donation	£ 63.00	
09/05/2018	R Kelly Salary	Salary	£ 291.50	
09/05/2018	HMRC	Salary	£ 72.80	
09/05/2018	R Kelly Expenses	Expenses	£ 91.29	
09/05/2018	Tirril & Sockbridge Reading Rooms (Hire)	Rent	£ 12.50	
09/05/2018	CALC	Subscription	£ 165.00	
09/05/2018	C Cripps	Internal Audit	£ 35.00	
09/05/2018	BHIB	Insurance	£ 245.48	
09/05/2018	Cumberland and Westmorland Herald	Advertising		

- The Chairman was authorised to sign the Annual Governance Statement and Audited Account

21/18 Date of the next meeting

- The next Parish Council meeting will be held on Wednesday 4th July, at Tirril Reading Rooms at 5.30pm

The meeting was closed at 19.20

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19/18 Planning

17/0970 Objection



STPC Objection to
17.0970 Ladybeck 9 l