

BURTON-IN-KENDAL PARISH COUNCIL

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Minutes of the Parish Council Meeting held on Thursday 15th March 2018 at 7.30pm in the Memorial Hall, Burton-in-Kendal

PRESENT: Cllrs A. Wren, P Rogers, J Hopwood, S Colyer, F Mason-Hornby, G Isherwood, M Taylor & C Nolan
Also present: District Councillor B Cooper and County Councillor R Bingham and Parish Clerk C Davidson

PUBLIC IN ATTENDANCE: 4 members of the public were present

1) APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr David Haigh

2) DECLARATIONS OF INTEREST AND APPLICATIONS FOR DISPENSATION:

None

3) MINUTES OF THE LAST PARISH COUNCIL MEETING HELD:

The previous minutes were approved and signed by the Chairman.

4) RECEIVE ANNOUNCEMENTS FROM CHAIRMAN

- a) The Chairman read out the Police Report:
Within the area of the Parish during the last month there have been 27 incidents reported, resulting in 3 crimes being submitted.

Incidents with community impact or of interest locally were:
21st February a works van broken into overnight and tools stolen.

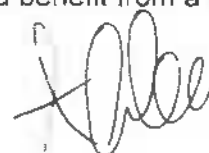
- b) A reply received from Highways acknowledging the reported issues with damaged kerb stones on Main Street and dangerous ditch on Station Lane, but clarification require on other issues. Clerk will action.

5) OPEN FORUM

2 members of the WI attended the meeting to report to the Parish Council regarding the request for a Community Notice Board. Now the shop no longer advertises events in the window the WI feel a Community Notice Board is needed to promote fundraising events and other events from various village groups.

The Parish Council informed the WI representatives that permission needs to be granted from the landowner depending where they wish to place the board. The proposed options included land owned by Cumbria County Council or on the Memorial Hall land. See Agenda item 9 for outcome of Parish Council discussion.

A resident informed the Parish Council that volunteers from RRT (Rapid Relief Team from Plymouth Brethren Christian Church) will be doing a litter pick in the Parish on Saturday 17th March as part of the Great British Spring Clean and asked Councillors if there were any specific areas they should concentrate. It was suggested the area of Moss Lane and Station Lane towards Holme is an area that would benefit from a litter pick.



19 4 18

6) REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

County & District Councillor Bingham updated the Council on various County issues including increase in Council tax due to a rise in Adult Care budget, Police Budget etc. County Council also voted unanimously to support a Radiotherapy/Cancer treatment unit at Westmorland Hospital.

District Councillor Brian Cooper updated the Parish Council on Kerbside Recycling changes and the ongoing issues with the New Road Common Land in Kendal.

7) GENERAL DATA PROTECTION REGULATIONS & NEW DATA PROTECTION LAW

Parish Clerk reported to the Council that she attended a days training course on the new regulations due to come into force on the General Data Protection Regulations & Data Protection Act.

There will be many new privacy policies and procedures that need to be adopted over the coming weeks to ensure the Parish Council is compliant with the new regulations when they come into force on 25th May 2018.

This includes a new mailing list that residents will need to opt into and actions that need to be taken by the Councillors. As this is an ongoing process there will be monthly updates from the Clerk.

8) CONSIDER A BEACON TO COMMEMORATE THE GREAT WAR

A short discussion took place regarding a beacon to commemorate the Great War. It was agreed that as Cllr Haigh was not present this would be put onto April Agenda for further discussion and an event rather than a beacon be considered.

9) DISCUSS WI SUGGESTION OF A COMMUNITY NOTICE BOARD

Following correspondence received from Burton WI and the discussion earlier in the meeting (see Agenda item 5) the Parish Council discussed the suggestion of a Community Notice Board. As the Parish Council do not own any land in the Parish permission would need to be sought from Cumbria County Council or Burton Memorial Hall committee depending where the notice board was to be sited. After discussion it was proposed that the Parish Council support the idea of a Community Notice Board and suggested the WI approach the Burton Memorial Hall regarding where it can be sited.

10) REVIEW RISK ASSESSMENTS AND AGREE ARRANGEMENTS FOR INTERNAL AUDIT

The Parish Council reviewed the Risk Assessments and agreed to adopt them for a further year.

Clerk informed the Parish Council that Mrs Lesley Bailey had agreed to carry out the Internal Audit again for 2017/18

With regard to the External Audit, from 2018 Small Authorities with income/expenditure less than £25,000 no longer have to have a limited assurance review or to submit an Annual Governance and Accountability Return to the external auditor provided that the Council have certified as exempt at a meeting following 31st March.

All other end of year procedures remain the same.

11) CONSIDER ENTERING CUMBRIA IN BLOOM

 19 4 18

Cllr Nolan suggested Burton-in-Kendal consider entering the Cumbria in Bloom competition, after discussion it was agreed that this was a good idea and that Cllr Nolan take this forward and report at the next meeting with further information.

2018-10

12) **FINANCE**

The Council received the Income and Expenditure.

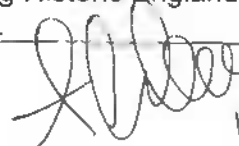
2017/2018 Income to date	18876.62
2017/2018 Expenditure to date	14597.88
Difference	4278.74
Balance b/f from 1.4.17	<u>12262.70</u>
Carried forward	16541.44

10) **AUTHORISE PAYMENTS OF THE FOLLOWING ACCOUNTS**

a) Lengthsman hours and expenses	£96.00
b) Clerk's salary and expenses (anti virus software £24.50 and External HDD back up £54.08)	£318.58
c) HMRC PAYE	£180.00
d) ICO Registration (Information Commissioner's Office)	£ 35.00

11) **TO REVIEW AND UPDATE OUTSTANDING ITEMS**

No.	Item	Reported by	Action By	Action/status
1	Speakers for meetings	ALL	CD	Ongoing next speaker to be June time Kath Hayhurst?
2	Gully clearing/repairs The Square/Main Street	CD/PR	CD	ongoing
3.	Speed Indicator Device		AW	Repositioned at School New battery required
4	Kerbstones Main Street Clawthorpe Road Issues Station Lane dangerous ditch		CD	Reply received – kerbs new financial year, Clawthorpe more info needed, Station Lane contractor returning
5	Notice Board	CD	AW	New pin board to be fitted
6	B4RN	FMH		Info sent to Residents, group set up
7	Plain Quarry	DH		Drains Surface Fences Steps Picnic Tables
8	Removal of redundant lamp post on Dalton Lane	PR/CD		Ongoing due to Electric issues
9.	PSICA	JH/PR/DH		Cllr Hopwood updated the PC re new funding applications to LIP – £17,000 agreed from LIP awaiting Historic England update.

 17.4.18

15) LENGTHSMAN'S LOG, REVIEW OF ACTION ITEMS AND REPORTS FROM PARISH COUNCILLORS AND CLERK.

- a) Cllr Colyer has refilled Dog waste bag dispenser and done a pick up on Post Office Lane footpath.
- b) Cllr Hopwood suggested requesting a Lollypop person for School crossing and would look into this further.
- c) Cllr Mason-Hornby requested the Docker Lane Finger post be looked at as it continually rotates.
- d) Cllr Rogers reported the warning sign at the top of Hollowrayne has been damaged and removed.
- e) Cllr Taylor has had a resident ask about the field in front of Holme Park Quarry as it looks a mess. It is understood that draining works will be carried out there soon.
- f) Cllr Nolan asked about what action can be taken where the road narrows near the Kings Arms to calm traffic. It was suggested that more signage be requested.

16) TO NOTE COMMUNICATIONS RECEIVED
None

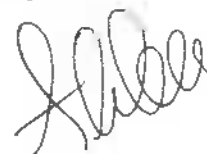
17) DATE OF NEXT MEETING
The next Parish Council Meeting will be held in the Memorial Hall on **Thursday 19th April 2018 at 7.30pm**

The meeting closed at 8.30pm.

Schedule of communications received from 11th February

By email forwarded to Councillors:

- a. CALC Newsletter
- b. Rural Services Network News
- c. CVS Newsletter
- d. CALC Circulation
- e. NHS consultation
- f. Environment Agency Flood Awareness Campaign
- g. Response to Speed limit extension on Dalton Lane
- h. Copy of letter sent to SLDC from Burton Swift Study Group re Royal development.



19.4.18