

WALTON PARISH COUNCIL

Clerk: Allison Riddell
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1st July 2020

A Virtual Meeting of the **WALTON PARISH COUNCIL** will be held on **TUESDAY, 7th JULY, 2020** at **7.00 p.m.** Members of the public are welcome to attend.

The meeting is accessible with the attached [link](#) or by logging on to www.zoom.us and using Meeting ID 896 2995 8453 with the password **786826**. The meeting can also be joined by telephone by dialling one of the following numbers - 0203 481 5240 or 0131 460 1196 or 0203 051 2874 or 0203 481 5237. Please aim to arrive at the meeting by 6.50pm in case of connectivity problems.

Allison Riddell

AGENDA

1. **APOLOGIES FOR ABSENCE** – To receive and accept apologies for absence.
2. **REQUESTS FOR DISPENSATIONS** - The clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.
3. **DECLARATIONS OF INTEREST** – To receive declarations by elected and co-opted members of interests in respect of items on this agenda.

Members are reminded that, in accordance with the revised Code of Conduct, they are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting)

4. **MINUTES**
 - 4.1 **MINUTES OF THE MEETING HELD ON 2ND JUNE 2020** - To agree the accuracy of the minutes of the meeting held on 2nd June 2020. Minutes will be signed at the next face to face meeting. (copy herewith)
5. **PUBLIC PARTICIPATION** - To receive comments and representations from members of the public in relation to any item on the Agenda. (*The Public Participation period will last 15 minutes and members of the public are permitted to speak for up to 3 minutes. Members of the public are not permitted to speak at any other time during the meeting unless invited to do so by the Chairman*).
- 5.1 **REPORTS** – To receive reports, if applicable, from City and County Councillors.
6. **TOWN AND COUNTRY PLANNING APPLICATIONS** – To be considered –
 - 6.1 **GREEN COTTAGE, WALTON (20/0368)** – Demolition of Green Cottage and Myrtle Cottage; erection of 1 replacement dwelling.

(information available on Carlisle City Council website)

7. **NOTIFICATION OF DECISIONS** – To receive and note a report from the Clerk. (copy herewith)

8. FINANCIAL MATTERS -

8.1 BANK RECONCILIATION TO 30.06.20 – Report by Clerk. (copy to follow when bank statement received)

8.2 EXPENDITURE TO APPROVE – That the Council approve the expenditure detailed.

| Amount £ | Payee | Detail | Cheque number |
|---------------------|-----------------|------------------------|--------------------------|
| £426.80 | A Riddell | Net wage to 30.6.20 | 000085 |
| £106.60 | HMR&C | PAYE | 000086 |
| £16.80 | Cumbria Payroll | Payroll Services | 000087 |
| £14.99 | T. Brocklebank | Pegs for football nets | 000088 |

9. MATTERS TO BE RAISED BY COUNCILLORS – An opportunity for councillors to raise any unforeseen matters, with the consent of the Chair, which do not require a decision.

10. BRAMPTON ACTING TOGETHER (BAT) – To receive a report from Councillor Brocklebank on the help received in the parish from BAT.

11. PLAY AREA – To consider re-opening the play area. (Information to be circulated to members prior to the meeting)

12. COMMUNITY ASSET – To note the correspondence received from Rebecca Tibbs, Carlisle City Council regarding the Centurion Inn as a community asset and consider what action, if any, to take.

13. CALC – To receive, note and where applicable respond to the following correspondence, circulated prior to the meeting by email:-

13.1 CODE OF CONDUCT CONSULTATION

13.2 ON AND OFF STREET CAR PARKING ENFORCEMENT

13.3 NALC LEGAL TOPIC UPDATE – Elections and co-options

13.4 NALC LEGAL TOPIC UPDATE – Procurement

13.5 DIGITAL BORDERLANDS

14. CORRESPONDENCE RECEIVED BY THE CLERK - To note items of correspondence received since the last meeting and take actions as appropriate. (circulated prior to the meeting by email)

14.1 FORESTRY INVESTMENT ZONE PILOT NORTH EAST CUMBRIA SCHEME – Email from Implementation Officer.

15. LITERATURE AVAILABLE FROM CLERK - To note items of literature received since the last meeting:-

15.1 NOTIFICATION OF DECISIONS – 19th June 2020

16. DATE OF NEXT MEETING – To confirm that the next virtual meeting will be held on Wednesday 2nd September 2020 at 7.00pm and will be called by electronic summons unless there are changes to the Covid-19 regulations permitting public gatherings.

17. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 - To consider resolving, in terms of the Public Bodies (Admission to Meetings) Act 1960, that, in view of the confidential nature of the business to be transacted, it is advisable in the public interest that the public be temporarily excluded and that they be instructed to withdraw

18. PARKING ON THE VILLAGE GREEN – To consider what action, if any, should be taken following the response received from the Planning Officer. (information circulated to members prior to the meeting)

MINUTES of a **VIRTUAL MEETING** of **WALTON PARISH COUNCIL** held on **Tuesday 2nd June 2020** at **7.00pm**.

Present: Cllrs G Shaw (Chairman), T. Brocklebank, B Hogg, A Armstrong, and S Wood.

In Attendance: Clerk, County Councillor Tarbitt and two members of the public.

Action

001/20 APOLOGIES FOR ABSENCE

RESOLVED to note apologies for absence were received and agreed from:-

Councillors Mark, Mounsey and Lockhart.
City Councillor Shepherd.

002/20 REQUESTS FOR DISPENSATION

RESOLVED to note that no requests for dispensation were received.

003/20 DECLARATIONS OF INTEREST

Councillors were invited to record their interests:-

RESOLVED to note that there were no declarations of interest.

004/20 MINUTES

004/20.1 MINUTES OF THE MEETING HELD ON 3RD MARCH 2020 WAS SUBMITTED.

RESOLVED to agree the accuracy of the minutes of the meeting held on 3rd March 2020 confirmed as a true and accurate record and authorise the Chairman to sign the minutes at the next face to face meeting of the council.

005/20 HIGH CONSEQUENCE INFECTIOUS DISEASE POLICY

Members were asked to formally agree the High Consequence Infectious Disease Policy.

RESOLVED to ratify the High Consequence Infectious Disease Policy adopted by email on 20th March 2020.

006/20 ANNUAL MEETING OF THE PARISH COUNCIL

RESOLVED to note that the Annual Meeting of the Parish Council had been deferred until May 2021.

007/20 STANDING ORDERS

An addendum to the Standing Orders had been circulated to enable the Council to meet virtually during the current pandemic.

RESOLVED to adopt the standing orders with immediate effect.

008/20 PUBLIC PARTICIPATION

RESOLVED to note that there were no members of the public present.

RESOLVED to note that City Councillor Tarbitt would do whatever she could financially to support the parish through the current pandemic.

Signed (Chairman):.....

Date

009/20 TOWN AND COUNTRY PLANNING

APPLICATIONS – Applications for planning consent were considered.

RESOLVED to advise the appropriate Planning Authority of the Council's comments as follows:-

Clerk

009/20.1 HIGH DOVECOTE, WALTON (20/0319) – Erection of walls and roof over midden.

No observations.

010/20 FINANCIAL MATTERS –

010/20.1 BANK RECONCILIATION TO 30.04.20

There was submitted a report by the Clerk on the reconciliation of the Council's financial records with its Building Society account statements.

RESOLVED to receive and note the bank reconciliation and balances to 30th April 2020 of £18,047.34.

010/20.2 EXTERNAL AUDITOR ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2020 AND EXEMPTION CERTIFICATE–

There were submitted Section 1, Annual Governance Statement, and 2, Statement of Accounts, of the Annual Return, Receipts and Payments Accounts, Balance Sheet, Supporting Notes and Annual Internal Audit Report for the year ended 31st March, 2020.

010/20.2.1 RESOLVED to approve the Annual Governance Statement for the year ending 31st March 2020.

010/20.2.2 RESOLVED to approve the Statement of Accounts for the year ending 31st March 2020.

010/20.2.3 RESOLVED to authorise the Chairman to sign Sections 1 and 2 of the Annual Return for 31st March 2020.

010/20.2.4 RESOLVED that the Parish Council can certify itself as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 and to submit a Certificate of Exemption to the External Auditor having confirmed that gross income or gross expenditure did not exceed £25,000 in the year ending 31st March 2020

010/20.2.5 RESOLVED to agree that the Accounts, Balance Sheet and Supporting Notes reflected the Parish Council's financial position at 31st March 2020.

010/20.2.6 RESOLVED to note that the notification of Public Rights & Publication of Unaudited Annual Governance & Accountability Return for accounts year ending 31st March 2020 as Monday 15th June to Friday 24th July 2020.

Signed (Chairman):.....

Date

010/20.3 APPROVAL OF EXPENDITURE

RESOLVED to authorise the following expenditure for payment:-

| Amount £ | Payee | Detail | Chq number/EP |
|----------------|----------------|------------------------|---------------|
| 121.70 | Dee Lockhart | Defibrillator pads etc | 000060 |
| 666.00 | Joe Calvert | Grass cutting | 000061 |
| 1161.33 | Came & Company | Insurance | 000062 |
| 123.18 | CALC | Subscription | 000063 |
| 50.00 | J Batey | Internal Audit | 000064 |
| £738.88 | | | |

011/20 VILLAGE GREEN

Members discussed at length the complaint received from a parishioner regarding parking/encroachment on the village green and access to properties.

RESOLVED that the Clerk would contact the City Council planning department to ascertain the permission given for the location of a drain onto the village green and that the owners of two properties would be written to and reminded that there is no parking on the village green, use of the tracks is for access to properties only and that any items such as waste/recycling bins and/or planters situated on village green land should be removed.

Clerk**012/20 TRIMMING OF TREES**

RESOLVED to formally acknowledge thanks to two local residents who had trimmed the basal shoots on the lime trees situated on the village green. The Clerk would write a letter to each resident.

Clerk**013/20 DATE OF NEXT MEETING**

RESOLVED to note that the next virtual meeting of the parish council would be held on 7th July 2020 at 7.00pm.

Signed (Chairman):.....

Date

TOWN AND COUNTRY PLANNING NOTIFICATION OF DECISIONS

1. SUMMARY OF REPORT

This report advises members of the decisions of the appropriate planning authority on applications on which the Parish Council has previously commented.

2. RECOMMENDATIONS

That the Council **NOTES** the information.

3. REPORT

Members are asked to note that Carlisle City Council has advised of their decision on planning applications on which the Parish Council has already commented as follows:-

| Location | Proposal | Decision |
|-----------------------|--------------------------------------|---|
| High Dovecote, Walton | Erection of walls & roof over midden | Granted subject to conditions regarding commencement of development & approved documents. |