

# WALTON PARISH COUNCIL

Clerk: Allison Riddell  
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29th October 2019

A meeting of **WALTON PARISH COUNCIL** will be held in **THE VILLAGE HALL, WALTON**, on **TUESDAY 5th NOVEMBER 2019**, at 7.30pm.

Members of the public are welcome to attend.

*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 3RD SEPTEMBER 2019** - To authorise the Chairman to sign, as a correct record, the minutes of the meeting held on 3rd September 2019. (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. **REPRESENTATIVES' REPORTS** - To receive information and reports by representatives on Outside Bodies.
7. **TOWN AND COUNTRY PLANNING APPLICATIONS** – To be considered –
  - 7.1 **THE OLD VICARAGE, WALTON (19/0800)** – Variation of condition 3 of previously approved planning permission 18/0964 to amend opening hours of bar to between 12.00 hours & 22.00 hours on any given day and to 24.00 hours on New Year's Eve.

(information available on Carlisle City Council's website)

**8. FINANCIAL MATTERS -**

**8.1 BANK RECONCILIATION TO 30.09.19** – To note a report by the Clerk. (copy herewith)

**8.2 EXPENDITURE TO APPROVE** – That the Council approve the expenditure detailed. (copy herewith).

**8.3 FINANCIAL ASSISTANCE –**

**8.3.1 WALTON AND LEES HILL PRIMARY SCHOOL** - To consider a request for financial assistance towards signage.

**8.3.2 WALTON PAROCHIAL CHURCH COUNCIL** – To consider a request for financial assistance towards maintenance of the churchyard.

**8.4 PRECEPT 2020/2021** – To consider the draft budget for 2020/21 in order to agree the precept at this meeting or defer to January's meeting. The Precept must be submitted to the City Council by 10<sup>th</sup> January 2020. (copy to follow)

**9. PARISH PLAN** – To receive an update from Councillors Shaw and Brocklebank.

**10. GRASS CUTTING TENDER** – To review the current grass cutting tender prior to circulation to contractors. (information circulated to members by email)

**11. TREE INSPECTION** – To consider the bi-annual tree inspection.

**12. PLAY AREA** – To note and agree any work required from the annual inspection of the play area. (circulated by email to members)

**13. WEBSITE –**

**13.1 WEBSITE ACCESSIBILITY REGULATIONS** – To receive an update from the Clerk on complying with the new website accessibility regulations 2018. (Information from I. Whetton emailed to members)

**13.2 WEBSITE DOMAIN AND HOSTING SUBSCRIPTIONS**– To consider the transfer of the current website service provider from 'GoDaddy' to 'One.com'. (information circulated to members by email)

**14. NEWSLETTER** – To confirm delivery of the parish newsletter.

**15. OLD CENTURION PUB** – To receive an update.

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

**16.1 CALC CIRCULARS** – October/November 2019. (To be circulated when received)

**16.2 NEIGHBOURHOOD PLANNING AND HEALTH AD WELL-BEING ARTICLE – LEGAL UPDATE**

**16.3 TRAINING SESSIONS**

**16.4 POLICY CONSULTATION E-BRIEFING 12-19 INDEPENDENT REVIEW INTO LOCAL GOVERNMENT AUDIT CALL FOR EVIDENCE**

**16.5 CPCA HEALTH AND WELL BEING CONFERENCE**

**16.6 CUMBRIA KINDNESS DAY & VOLUNTEER TRAINING**

**16.7 ECO/SUSTAINABILITY PROJECTS**

**16.8 VE DAY 75**

**16.9 CALC CLIMATE CHANGE EVENT**

- 17. 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)

**17.1 CUMBRIA POLICE** – North Cumbria News

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

**18.1 NOTICE OF EXECUTIVE KEY DECISIONS** – 18th October 2019

**18.2 RURAL SERVICES BULLETIN** – 29<sup>th</sup> October 2019

- 19. AGENDA ITEMS FOR NEXT MEETING** - To submit items for the next meeting and note that any further items for consideration should be submitted to the Clerk on or before 27<sup>th</sup> December 2019.

- 20. DATE OF NEXT MEETING** – Tuesday 7<sup>th</sup> January 2020, Village Hall, Walton, 7.30pm.

## WALTON PARISH COUNCIL

**MINUTES** of the **MEETING** of **WALTON PARISH COUNCIL** held in **WALTON VILLAGE HALL** on **TUESDAY 3rd SEPTEMBER 2019** at 7.30pm.

**Present:** Cllrs G. Shaw (Chairman, in the Chair), A. Armstrong, T. Brocklebank, B. Hogg, D. Lockhart, T. Mark, T. Mounsey and S. Wood.

**In Attendance:** Clerk

Action

056/19	<p><b>APOLOGIES FOR ABSENCE</b></p> <p><b>RESOLVED</b> to note that there were no apologies for absence.</p>	
057/19	<p><b>REQUESTS FOR DISPENSATION</b></p> <p><b>RESOLVED</b> to note that no requests for dispensation were received.</p>	
058/19	<p><b>DECLARATIONS OF INTEREST</b></p> <p><b>RESOLVED</b> to note there were no declarations of interest made.</p>	
059/19	<p><b>MINUTES</b></p> <p><b>MINUTES OF THE MEETING HELD ON 2ND JULY 2019 WAS SUBMITTED.</b></p> <p><b>RESOLVED</b> to authorise the Chairman to sign the minutes of the meeting held on 2nd July 2019, confirmed as a true and accurate record.</p>	
060/19	<p><b>PUBLIC PARTICIPATION</b></p> <p><b>RESOLVED</b> to note that there were no members of the public in attendance and there were no reports received from City and County Councillors.</p>	
061/19	<p><b>REPRESENTATIVES' REPORTS –</b></p> <p><b>061/19.1 WALTON VILLAGE HALL COMMITTEE</b></p> <p>Councillor Lockhart gave a report from the Village Hall Committee detailing roof repairs and various upcoming events including a duck race (21/9/19) and book themed events planned for the winter months. An arts project called 'Walton's Windows' is also being organised where residents will be invited to workshops in the Village Hall to work with a local artist to create window art for their windows at home. 100 club tickets were still available and the first draw would take place later in the month.</p> <p><b>RESOLVED</b> to note the report and that the Clerk would pass City and County Councillor contact details to Councillor Lockhart for funding enquiries.</p>	<b>Clerk</b>
062/19	<p><b>TOWN AND COUNTRY PLANNING –</b></p> <p><b>RESOLVED</b> to note there were no applications to be considered.</p>	

(Signed) Chairman

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5th November 2019



067/19	<p><b>WOODLAND AREA</b></p> <p>Councillors Lockhart and Shaw had undertaken a site visit to the woodland area to look at what repairs/maintenance/improvements were required.</p> <p><b>RESOLVED</b> to add the matter to the proposed Parish Plan questionnaire for parishioners' views on the matter.</p>	
068/19	<p><b>ENVIRONMENTAL ISSUES</b></p> <p>Consideration was given to the installation of a public water fountain in the village.</p> <p><b>RESOLVED</b>, after reviewing the costs and daily/weekly maintenance that the project was currently not financially viable.</p>	
069/19	<p><b>SIGNS AT ENTRANCES TO VILLAGE</b></p> <p>Councillor Lockhart reported that signs at the entrances to the village detailing local services would require planning permission which could prove quite costly.</p> <p>Members were also concerned that information on the signs could go out of date quite quickly and would need replaced.</p> <p><b>RESOLVED</b> not to pursue the project.</p>	
070/19	<p><b>WEBSITE –</b></p> <p><b>070/19.1 WEBSITE ACCESSIBILITY REGULATIONS</b></p> <p>The Clerk reported on website accessibility regulations and that the Council's website needed to be compliant by September 2020. Testing of various parts of the website had been undertaken and unfortunately in some areas it had failed. Further testing and problem solving was ongoing. Funding in next year's budget would be made available to cover possible costs to make the website compliant.</p> <p><b>RESOLVED</b> to note the report.</p> <p><b>070/19.2 WEBSITE LINKS</b></p> <p>Consideration was given to a request for links to the nearest jobcentre and register office to be added to the website.</p> <p><b>RESOLVED</b> to refuse the request.</p>	
071/19	<p><b>OLD CENTURION PUB</b></p> <p>The Clerk reported that despite several requests, no further information had been received from the City Council.</p> <p><b>RESOLVED</b> to invite Chris Hardman and Councillor Shepherd to a meeting with members of the Parish Council at their earliest convenience. Dr. Gooding (Chief Executive) would be informed of the request.</p>	Clerk

(Signed) Chairman

5th November 2019

**072/19 CALC**

**RESOLVED** that the following correspondence from CALC was received and noted:-

**072/19.1 CALC CIRCULAR** – September 2019. (to be circulated when received)

**072/19.2 LANCASTER ENVIRONMENT CENTRE STUDENT PROJECTS**

**072/19.3 NORTH WEST COASTAL ACCESS UPDATE – July 2019**

**072/19.4 TRAINING AND LOG-IN**

**072/19.5 WORKING TOGETHER STATEMENT**

**072/19.6 ELECTIONS TO CALC EXECUTIVE COMMITTEE**

**073/19 CORRESPONDENCE RECEIVED BY THE CLERK**

**RESOLVED** to note the following correspondence had been received: -

**073/19.1 CUMBRIA POLICE** – Email from Cumbria Highways.

**073/19.2 BRAMPTON & BEYOND COMMUNITY TRUST** – Details of AGM, 26<sup>th</sup> September 2019.

**073/19.3 BRAMPTON LOCAL HISTORY GROUP**

**074/19 LITERATURE AVAILABLE FROM CLERK –**

**RESOLVED** to note the following literature was available from the Clerk:-

**074/19.1 NOTICE OF EXECUTIVE KEY DECISIONS** – 16th August 2019.

**075/19 AGENDA ITEMS FOR NEXT MEETING**

- . Grass cutting tender
- . Tree inspection
- . Parish Plan
- . Old Centurion Pub

**RESOLVED** to note that any further items for consideration should be submitted to the Clerk on or before 29<sup>th</sup> October 2019.

**076/19 DATE OF NEXT MEETING - Tuesday 5th November 2019, Newtown Village Hall, 7.30pm.**

Meeting closed at 8.50pm.

(Signed) Chairman

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5th November 2019

## Expenditure To Approve

Amount £	Payee	Detail	Chq number/EP
367.20	Colville's Gnds Mnce	Grass cutting (x2)	000043
0.00	DESTROYED	Amended to chq 47	000044
123.00	HMR&C	PAYE	000045
16.80	CPSL	Payroll services	000046
491.68	A Riddell	Staff	000047
<b>£933.80</b>			

(Signed) Chairman

5th November 2019



**WALTON PARISH COUNCIL**

**BANK RECONCILIATION AT 30th SEPTEMBER 2019**

**Cumberland Building Society Current Account - 54249959**

Balance b/f	4,400.01		
Income	0.00	Expenditure	998.68
		Balance c/f	3,401.33
	<u>4,400.01</u>		<u>4,400.01</u>

**Income -**

**Expenditure -**

000043 Colvilles Grounds Mnce	367.20
000045 HMR&C	123.00
000046 CPSL	16.80
000047 A Riddell	491.68
	<u>998.68</u>

**Bank Reconciliation**

**Balance per statement @ 30.09.19**

3,541.13

**Less o/s cheques**

HMR&C	123.00
CPSL	16.80
	<u>139.80</u>

139.80

3,401.33

**Cumberland Building Society Saver Account - 54249967**

Balance b/f	1,157.65		
Income		Expenditure	0.00
Interest rec'd -		Balance c/f	1,157.65
	<u>1,157.65</u>		<u>1,157.65</u>

**Cumberland Building Society Current Account - 55127472**

Balance b/f	6,870.34		
Income		Expenditure	
Interest received		Balance c/f	6,870.34
	<u>6,870.34</u>		<u>6,870.34</u>

**BANK BALANCES**

	<u>B/F</u>	<u>C/F</u>
Cumberland BS - 54249959	4,400.01	3,401.33
Cumberland BS - 54249967	1,157.65	1,157.65
Cumberland BS - 55127472	6,870.34	6,870.34
	<u>£ 12,428.00</u>	<u>£ 11,429.32</u>

I certify that I have checked the above figures and am satisfied, to the best of my belief and knowledge, that they accurately represent the financial position of the Parish Council at the end of the month indicated.

## EXPENDITURE TO APPROVE

### 1. SUMMARY OF REPORT

This report details the expenditure to approve since the last meeting of the Council,

### 2. RECOMMENDATIONS

2.1 that the undernoted expenditure of £996.80 is **APPROVED**.

### 3. REPORT

3.1 The following expenditure transactions require to be approved:-

Amount £	Payee	Detail	Chq number/EP
463.20	Colville's Gnds Mnce	Grass cutting (x3)	000048
90.00	Play Inspection Company	Annual play area inspection	000049
16.80	CPSL	Payroll services	000050
426.80	A Riddell	Staff	000051
<b>£996.80</b>			

Signed – Councillor.....

Signed – Councillor.....