

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

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| 056/19 | <p>APOLOGIES FOR ABSENCE</p> <p>RESOLVED to note that there were no apologies for absence.</p> | |
| 057/19 | <p>REQUESTS FOR DISPENSATION</p> <p>RESOLVED to note that no requests for dispensation were received.</p> | |
| 058/19 | <p>DECLARATIONS OF INTEREST</p> <p>RESOLVED to note there were no declarations of interest made.</p> | |
| 059/19 | <p>MINUTES</p> <p>MINUTES OF THE MEETING HELD ON 2ND JULY 2019 WAS SUBMITTED.</p> <p>RESOLVED 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>PUBLIC PARTICIPATION</p> <p>RESOLVED 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>REPRESENTATIVES' REPORTS –</p> <p>061/19.1 WALTON VILLAGE HALL COMMITTEE</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>RESOLVED to note the report and that the Clerk would pass City and County Councillor contact details to Councillor Lockhart for funding enquiries.</p> | Clerk |
| 062/19 | <p>TOWN AND COUNTRY PLANNING –</p> <p>RESOLVED to note there were no applications to be considered.</p> | |

(Signed) Chairman

5th November 2019

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| <p>063/19</p> | <p>FINANCIAL MATTERS</p> <p>063/19.1 BANK RECONCILIATION TO 31.07.19</p> <p>There was submitted a report by the Clerk on the reconciliation of the Council's financial records with its bank account statements.</p> <p>RESOLVED to receive and note the bank reconciliation and balance to 31st July 2019 of £12,428.00. Councillor Lockhart signed the bank reconciliation.</p> <p>063/19.2 MONITORING REPORT</p> <p>The Clerk submitted a monitoring report for the Council's finances to date.</p> <p>RESOLVED to note the report.</p> <p>063/19.3 EXPENDITURE TO APPROVE</p> <p>There was submitted a report by the Clerk detailing expenditure to approve.</p> <p>RESOLVED to authorise payment of the accounts listed in the Appendix hereto amounting to £998.68.</p> <p>063/19.4 PAYE</p> <p>RESOLVED to note that despite several phone calls to HMR&C the PAYE discrepancy was still not fully resolved. The Clerk would call again in order to resolve the issue.</p> <p>063/19.5 NALC MODEL FINANCIAL REGULATIONS 2019</p> <p>2019 NALC model financial regulations were submitted to the meeting.</p> <p>RESOLVED to note that financial regulations were reviewed, updated and adopted.</p> <p>063/19.6 PRECEPT</p> <p>RESOLVED to note that members would give consideration to future projects for the parish which may affect the precept and inform the Clerk of any costs involved.</p> | <p>Clerk</p> <p>ALL</p> |
| <p>064/19</p> | <p>PUBLIC CONSULTATION</p> <p>Consideration was given to reviewing the Parish Plan which had last been updated in 2012/13.</p> <p>RESOLVED that Councillors Brocklebank and Shaw would liaise with other interested parties, gather key points for consideration and report back at the next meeting.</p> | <p>TB/GS</p> |
| <p>065/19</p> | <p>PUBLIC PARTICIPATION</p> <p>RESOLVED to note that the reviewed Public Participation Policy was now available on the website.</p> | |
| <p>066/19</p> | <p>WILDFLOWER PLANTING</p> <p>Following a request from a local resident, Councillor Lockhart had enquired about permission to plant wildflowers on areas of the village green and the Clerk gave details of possible funding bodies for the project.</p> <p>RESOLVED, after further discussion, to add the project to the proposed Parish Plan questionnaire for parishioners views on the matter.</p> | |

(Signed) Chairman

5th November 2019

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| 067/19 | <p>WOODLAND AREA</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>RESOLVED to add the matter to the proposed Parish Plan questionnaire for parishioners' views on the matter.</p> | |
| 068/19 | <p>ENVIRONMENTAL ISSUES</p> <p>Consideration was given to the installation of a public water fountain in the village.</p> <p>RESOLVED, after reviewing the costs and daily/weekly maintenance that the project was currently not financially viable.</p> | |
| 069/19 | <p>SIGNS AT ENTRANCES TO VILLAGE</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>RESOLVED not to pursue the project.</p> | |
| 070/19 | <p>WEBSITE –</p> <p>070/19.1 WEBSITE ACCESSIBILITY REGULATIONS</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>RESOLVED to note the report.</p> <p>070/19.2 WEBSITE LINKS</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>RESOLVED to refuse the request.</p> | |
| 071/19 | <p>OLD CENTURION PUB</p> <p>The Clerk reported that despite several requests, no further information had been received from the City Council.</p> <p>RESOLVED 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

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| 072/19 | <p>CALC</p> <p>RESOLVED that the following correspondence from CALC was received and noted:-</p> <p>072/19.1 CALC CIRCULAR – September 2019. (to be circulated when received)</p> <p>072/19.2 LANCASTER ENVIRONMENT CENTRE STUDENT PROJECTS</p> <p>072/19.3 NORTH WEST COASTAL ACCESS UPDATE – July 2019</p> <p>072/19.4 TRAINING AND LOG-IN</p> <p>072/19.5 WORKING TOGETHER STATEMENT</p> <p>072/19.6 ELECTIONS TO CALC EXECUTIVE COMMITTEE</p> | |
| 073/19 | <p>CORRESPONDENCE RECEIVED BY THE CLERK</p> <p>RESOLVED to note the following correspondence had been received: -</p> <p>073/19.1 CUMBRIA POLICE – Email from Cumbria Highways.</p> <p>073/19.2 BRAMPTON & BEYOND COMMUNITY TRUST – Details of AGM, 26th September 2019.</p> <p>073/19.3 BRAMPTON LOCAL HISTORY GROUP</p> | |
| 074/19 | <p>LITERATURE AVAILABLE FROM CLERK –</p> <p>RESOLVED to note the following literature was available from the Clerk:-</p> <p>074/19.1 NOTICE OF EXECUTIVE KEY DECISIONS – 16th August 2019.</p> | |
| 075/19 | <p>AGENDA ITEMS FOR NEXT MEETING</p> <ul style="list-style-type: none"> · Grass cutting tender · Tree inspection · Parish Plan · Old Centurion Pub <p>RESOLVED to note that any further items for consideration should be submitted to the Clerk on or before 29th October 2019.</p> | |
| 076/19 | <p>DATE OF NEXT MEETING - Tuesday 5th November 2019, Newtown Village Hall, 7.30pm.</p> <p>Meeting closed at 8.50pm.</p> | |

Expenditure To Approve

| Amount | Payee | Detail | Chq number/EP |
|-----------------------|------------------------|--------------------|----------------------|
| £ | | | |
| 367.20 | Colville's Gn ds Mn ce | 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 |
| <u>£933.80</u> | | | |

(Signed) Chairman

5th November 2019