

## OUGHTERSIDE AND ALLERBY PARISH COUNCIL

### Minutes of the parish council meeting held on Tuesday 9<sup>th</sup> Apr' 2019

Meeting Opened: The chairman declared the meeting open at 7.09pm. immediately following the O&A Annual Parish Meeting

Present: Cllrs Mrs L Preston-Miller (chair), J Cowan, A Morris

Allerdale Borough and Cumbria County Councillors: Cllr J Hugo Graham (CCC)

Clerk: Mike Milner

Members of the public: 6

**454.00 Apologises for absence:** Mrs P Lukeman (O&A) Cllr J Lister (ABC)

**455.00 Declaration of interests:** None

#### **456.00 To read and approve the minutes of the last meeting held on Tuesday 12<sup>th</sup> March 2019.**

456.01. Resolved to approve the minutes as a true and accurate record.

#### **457.00 Public Participation Session. 15 minutes allowed. Clerk advised: -**

457.01 ref minute 441.05 4 broken fence posts have been repaired by M Dowling contractor for £75 + VAT.

457.02 ref minute 441.06 drains outside Sea View Terrace and those between Osbourn Place and Oughterside school all cleaned.

457.03 ref minute 441.07 clerk had contacted Allerdale and County Highways, the light outside the Miners Arms was now functional. Also, light No8 between Meadow Bank and Well Road also repaired, new relay fitted by ENW.

457.04 Member of the public requested that a light be installed outside the school. Old ones removed never replaced. Clerk advised that there was no official light for that position, but Cllr H G (CCC) to take up the problem with Highways.

457.05 The internal state of the bus shelter at Prospect was raised. Was it a lengthsman job? Clerk confirmed he had been reassured by Allerdale street clean team that they would regularly clean the bus shelters; he would chase street scene team.

457.06 Member of public raised the fact that the temporary low bridge sign on the way to Arkleby was again face down on the grass verge. Could there not be a more permanent sign installed. Clerk requested Cllr J C to photograph and then he would take it up with Highways, but previous correspondence on the topic had said that the permanent signage was closer to the bridge and the temporary sign was just that. Foreign HGV drivers using a car sat nav was a countrywide problem.

457.07 The subject of stagnant water on the verge running down by the River Ellen was raised. It was a breeding ground for insects and whose responsibility was it? Cllr J C to again photograph and the clerk would raise the issue with Highway's department. Allerdale BC claim to not own any land in the parish, so not their problem.

#### **458.00 Police Matters.**

458.01 No police report but clerk had received a very informative response about new dropped kerb parking fines which was in the Easter INSIDE magazine

**459.00 Applications for Development.** None

**460.00 Matters concerning Borough and County Councillors**

460.01 Cllr H G (CCC) reported on Highway's desire to pass some of its tasks down to parish councils, if they were properly supervised, a full risk assessment made and then appropriate insurance put in place. He advised that Highway's were also proposing to tackling pot hole repairs in a different manner. A team to spot and mark and then a follow up team to go to the noted problem areas and make the repair.

After his report the chair invited him to remain, but he decided to leave. Chair thanked him for his contribution.

**461.00 Up date of Prospect Village Hall Kitchen Floor**

461.01 Clerk explained that following the discussions at the March meeting, the structural engineer had explained the repair solution for the walls to the contractor. The contractor had followed the theory to the letter and made a very swift and efficient repair to the rotted wall areas, its insulation and then replaced the floor. He had then sourced and installed the replacement kitchen units. (Members of public and Cllrs had viewed the finished kitchen prior to the meeting and were impressed with the finished repair.)

461.02 Clerk advised that the structural engineer had thought the cost of repairs would be in the region of £7/9k but clerk had invoices excluding VAT that totalled £3761.00 nearly half the estimated cost and it included the new kitchen units at £916.00.

461.03 Clerk had emailed the O&A Cllrs, (except Cllr A M chair of VHC) the previous day advising of the new final costs in repairing the hall, pointing out the importance of the community asset. As he had just completed the annual parish accounts there were sufficient financial reserves for the parish council to pay for the total outstanding repairs without needing to resort to the proposed and agreed 70/30% cost split agreed in March, with the village hall committee. This would save depleting hard-earned village hall funds which could be saved for other improvements and repairs.

461.04 After a discussion the council unanimously resolved that as it was such an important community asset and from the report heard at the earlier annual parish meeting confirming how successful it had been in the last year, it would be appropriate that the parish council pay all the outstanding bills without any contribution from the village hall funds.

461.05 Clerk pointed out that the village hall committee had received a charity donation from Aspatria Charity Shop of £750, meant as a grant towards the £916 ex Vat kitchen units' cost. It was only correct that the charity donation should be used towards the project, not put into VHC reserves, therefore clerk understood the flooring invoice amounting to £800 was outstanding and he proposed that the VHC use that £750 grant towards that flooring and pay whatever balance necessary out of their own funds. Minuting their records accordingly to show they had used the donation on the kitchen project.

**462.00 Continued rental of parish Fleets Meadow, Oughterside**

462.01 Clerk reminded the council that the Fleets Meadow, picnic field as it is known, was rented out on an annual basis to local resident Michael Rooke. Did the council wish clerk to clarify that Mr Rooke wanted to continue with the arrangement and collect a further £200 for the coming year? Council resolved unanimously to continue the arrangement.

**463.00 Parish council vacancy.**

463.01 Clerk advised the council that in the next issue of the INSIDE magazine he had written a full page confirming the elected, by uncontested poll, 4 current councillors and that there remained 5 unfilled vacancies. He stressed the point to all, including the members of the public in attendance, that there was again a just quorate meeting this evening and if there had not been 3 councillors this evening then no payment of contractors' bills could have been agreed. It is imperative that other residents become involved.

**464.00 Progress Report, clerk**

464.01 Clerk asked chair if Kieron Sutton could be involved in the meeting as he was compiling the INSIDE magazine as per minute 447.01.

464.02 Kieron confirmed that he had enough material for a 12-page magazine. He would put it together and send to the clerk by Wednesday evening in both read layout for the website and printer layout for the printing.

464.03 Clerk thanked Kieron for his invaluable assistance.

464.04 Clerk confirmed that all councillor nomination forms had been submitted to Allerdale and a Declaration of Result of Poll Uncontested had been announced by the Returning Officer. All forms would be displayed in the noticeboards when clerk displayed the draft April minutes.

464.05 Whilst doing the annual accounts the clerk had discovered he had overpaid Tivoli the grounds contractor by a £1. He had an email from their accounts department authorising a deduction from the April 2019 invoice.

464.06 Clerk had noticed an unauthorised direct debit for £66 paid to Vodaphone. He had contacted HSBC who had refunded the deduction to balance the 2018/19 accounts and he had written to Vodaphone asking for sight of the original signed documentation. He advised that the chair Cllr L P-M had been fully involved as he had dealt with the matter.

464.05 Clerk confirmed that O&A had already received their first instalment of the 2019/20 precept on 2<sup>nd</sup> April.

464.06 Clerk had paid an outstanding Printpoint invoice from December 2018, £120, which was for the December 2018 INSIDE magazine. It was the normal charge.

464.07 All accounts for 2018/19 had been completed and balanced with appropriate bank reconciliation completed. He had downloaded and printed the PKF Littlejohn audit material. He was organising the outside internal audit before presenting the accounts at May meeting. He distributed a set of all the accounts ledgers to councillors for their perusal before the May meeting at which they must approve them.

**465.00 Councillors Reports.**

465.01 Cllr J C reported that he had been to the local 3 tier meeting on behalf of the council. He confirmed the comments from Cllr H G (CCC) about delegating tasks down to parish councils, but he thought it was a pass the buck attitude. Street lighting is a contentious topic and they want that passed to parish councils by 2021, but would it be fit for purpose before such a transfer.

465.02 Parish councils to be responsible for extra grass cutting sessions, litter picking, drain cleaning. Risk assessments would be required and also organising appropriate insurance.

465.03 Cllr L P-M was concerned that the apparent water leak was still visible at Allerby Road End, but clerk confirmed he had reported the issue and had a phone call from UU saying they had investigated and could find no leaking main.

465.04 Allerby residents were concerned about the state of Croft House and its gardens as it awaited permission for demolition and a new property. Clerk advised that while there was a current planning application, planners would not consider, from experience, issuing orders about maintenance etc. It would be more appropriate for residents to actually contact the property owners or their agent directly to address the problems.

465.05 Cllr J C added that he had been approached about a dry-stone wall on perimeter of Pond Green play area. Children were moving the stones, should parish council be fencing the area? Clerk would view and photograph the problem and report back.

#### **466.00 Correspondence**

466.01 Clerk had received information about Merchant Navy Fund and fly the Red Ensign on 3<sup>rd</sup> September.

466.02 Received lengthy correspondence and links from PKF Littlejohn about the year end parish council accounts.

466.03 Request from for Calc annual subscription £163.87, last year it was £186.00. Clerk recommended payment.

466.04 HSBC are requesting clerk to complete a detailed security exercise to confirm O&A PC are not money launderers etc. He has until 19<sup>th</sup> June 2019 to complete, which he will do.

466.05 Received an invoice from Mike Dowling contractor for £90, inc VAT for replacing of the 4 fence posts on the playing field opposite Oughterside school.

#### **467.00 Payments for approval.**

IntPay 55 Printpoint £120.00, Dec INSIDE invoice

IntPay 56 M Milner, Total £268.94, Salary£223.19 Exp £45.75.

IntPay 57 Robert Cooper, £186.00 Prospect Hall plumbing.

IntPay 58 Neil Bryson, £400.00 Prospect kitchen air vents & new drainage pipe

IntPay 59 Mike Dowling Contractor, £90.00, 4 new fence posts, O&A field

IntPay 60 Calc £163.87, annual subscription.

IntPay 61 HMRC PAYE, £55.80

IntPay 62 R Johnston Contractor. £3847.20 repairs to Prospect village hall. It is made up of payments 62A,B,C,D,E,F,G all for £499.00 and 62H £354.20. 16 April to 29 April.

Oughterside and Allerby have a self-imposed maximum internet payment limit of £500/day  
All Approved

**468.00 Date and time of next meeting, Tuesday 9<sup>th</sup> April 2019 at 7.00pm. The start of meeting will be parish council AGM, all councillors will sign declaration of office forms, then elect a chair' for the coming year.**

Meeting closed 8.09pm

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