

**MINUTES OF OUGHTERSIDE AND ALLERBY PARISH COUNCIL MEETING
HELD ON TUESDAY 12TH APRIL 2016 AT 7PM IN PROSPECT VILLAGE HALL**

Present

O&A Parish Councillors

Mrs L Preston-Miller (Chairman)
Mr A Milton (Deputy Chairman)
Mr J Cowan
Mr M Gannon
Mrs L Milton
Mrs E Berkeley
Mrs P Lukeman

Parish Clerk

None, Cllr L.M to minute proceedings

Allerdale Borough Councillor

Mr J Lister

Cumbria County Councillor

None present

Apologises

None

Members of the Public

M Milner by invite.

Meeting Opened:

The chairman declared the meeting open at 7pm.

001.00 Apologises

Duly noted as above

**002.00 To approve and accept the minutes of the last meeting held on
Tuesday 8th March, as a true record.**

002.01 Minutes from the Previous meeting were agreed, a further note from the Chair was tabled which was necessary for inclusion in order to satisfy our bank in relation to the change of names on the Accounts.

003.00 Declaration of Interests

003.01 None

004.00 Public Participation/Open session

004.01 no public participation

005.00 Matters Arising

005.01 The Action List was discussed and completed items were removed those outstanding will remain until completion can be reported.

005.02 Cllr LPM had not been able to provide OPARA with an Application form for their grant request as no such form could be found. An alternative form was tabled which was agreed as being adequate for the purpose. It was further agreed that all requests for funding in future would need to be accompanied by a completed form.

005.03 Cllr LPM reported that the current account balance is £21,600.85.

005.04 Further details on financial matters could not be provided owing to the information still not being available from the outgoing clerk. It was therefore agreed that a formal letter should be sent to D Cosgrove, requesting that all PC files be made available asap but not later than 22 April 2016. It was felt that a new Clerk would be in place by then who would need access to these files in order to complete our Year End accounts within deadlines.

005.05 Cllr LMP to contact BDO and request an extension to the deadline for presentation of the accounts owing difficulties in recruiting a new Clerk.

005.06 Cllr LM to draft a letter to DC outlining the need for all files to be made available asap.

005.07 It was formally agreed after informal discussion that OPARA would not be offered a seat on the Council as it was felt there would be a conflict of interest. It was further agreed that OPARA should be contacted again via formal letter to the Chair requesting their commitment to develop a Community Plan.

005.08 The clerk to write to Gladys Hunter to request OPARA commit or otherwise to the development of a Parish Community Plan.

006.00 Accounts for payment

006.01 Cllr LPM gave notice that advertisements had been placed and interviews would be held shortly. There were 2 candidates for the Clerk post and one for the Handyman post.

006.02 Cllrs LPM and PM to conduct interviews for each post.

007.00 Reports from Outside Bodies

007.01 There were no reports

008.00 Planning Applications

008.01 Interested councillors had had an opportunity to consider the application papers for the Grahams Garage site. It was agreed that there were no objections to be submitted to ABC. However, the idea of the Parish benefiting from 'Planning Gain / Development Levy' was discussed. This is a sum of money that can be demanded from a developer – particularly in relation to housing developments, which can be utilised for the benefit of the community. It was agreed that ABC should be requested to ensure that any such funding was made available for Parish use.

008.02 Cllr LM to write to the Planning Manager at ABC requesting information and policy on how the PC / residents might benefit from the above development.

008.03 An application had been received for a Gate widening in Allerby. Both Allerby Councillors were aware of the site and thought the proposed changes would be of great benefit in terms of safety and ease of access. Therefore, no objections are to be lodged.

008.04 Cllr LM reported that most applications would be received by the PC with only 21 days in which to submit objections and that this timing was unlikely to allow for discussion at a normal monthly meeting. Cllr LM had discussed this problem with an ABC planning officer who had suggested that should this PC feel it needed more time to adequately assess and discuss any applications Cllr LM should request an extension which would normally be granted. Cllr LM therefore suggested that she ask for all future applications to be sent directly to her (in line with the newly appointed roles and responsibilities previously agreed) and then depending on the nature of the proposals would ensure that councillors were given opportunity to comment in good time.

008.05 LM to contact ABC planning dept. to request all planning matters be sent to her.

009.00 Clerk's Report

009.01 There being no clerk there was no report.

010.00 Sub Groups Reports

010.01 At a recent informal meeting it was agreed that each Councillor would take responsibility for the oversight of particular PC issues. In this way it is hoped that a level of knowledge and understanding can be developed by each councillor and thus avoid the current impasse caused by the resignation of the Clerk from happening in the future.

010.02 Playgrounds and Assets – Cllr E B. This will include all actual items owned by the PC and include their maintenance. E.g. playground equipment, Computer, printer, etc.

010.03 Community Plan and Environmental issues – Cllrs J C & M G. This will include flooding issues.

010.04 Planning Matters – Cllr L M. This will include responsibility for accessing any Development Levy.

010.05 Employment Matters – Cllrs L P M and P M. This will include all line management of the 2 posts together with all responsibilities associated with H&S, pay including tax etc, and handling any grievances and other personnel issues.

010.06 It is envisaged that when a new Clerk is appointed much of the day to day work will be undertaken by them, but that each councillor will instruct and have a dialogue with him to ensure that all knowledge of council matters will be shared and never again be left in the dark.

010.07 Cllr JC reported there is a Public Sector Mapping agreement in place which shows not only parish boundaries but ownership and title. It seems the PC may have free access to this and Cllr JC will follow up with ABC. Also large scale maps can be provided by CCC to show highways pathway and bridleways which will be useful to the PC in terms of any maintenance liability falling to it. Cllr JC to make contact and request same.

010.08 Flooding Issues. There was considerable discussion about the issues arising from the unprecedented rainfall at the turn of the year and the various matters arising from this. It was agreed the Cllr MG would approach all those residents in Pitt Lonning affected by this to explain their 'riparian rights and responsibilities and suggest a possible way forward to ensure that any remedial action needed is taken asap, and with their consent seek a contractor at minimal costs to carry out necessary work. Cllr MG suggested this after discussions with representative from CCC and JL on site.

Meeting closed at 9pm

011.00 The date and time of the next meeting Tuesday 10th May 2016 at 7.00pm at Prospect Village Hall.

NB this meeting will be immediately following the O&A Parish Council Annual General Meeting to be held at 6.45pm at the same venue.

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