

Holme Low Parish Council

Minutes of the annual meeting held on Tuesday 9 April 2024 at 7.30pm at Silloth Community Hall

Present: Cllr. J. Graham (JG)

Councillors

Cllrs. D. Findlay (DF), C. Edmunds (CE) & K. Orchard (KO).

Also present: Wendy Jameson – Parish Clerk (WEJ) & Marlene Cornforth.

1.	Minutes' silence There was a minutes' silence at the start of the meeting for Cllr. Geoff Betsworth who has recently passed away.	
2.	Election of Chairman of the Council Cllr. J. Graham was elected as Chairman of the Council.	
3.	Chairman's Declaration of Acceptance of Office Cllr. J. Graham signed his Declaration of Acceptance of Office.	
4.	Election of Deputy Chairman of the Council Cllr. D. Findlay was elected as Deputy Chairman of the Council.	
5.	Apologies Cllr. M. Orchard.	
6.	Co-option Marlene Cornforth was duly co-opted on to the Parish Council and signed her Declaration of Acceptance of Office.	
7.	Declaration of Interest None.	
8.	Minutes RESOLVED that the minutes of the meeting held on the 9 January 2024 be confirmed as a true record and signed by the Chairman.	
9.	Matters Arising Potholes at the entrance to the Lido Village are not the responsibility of Cumberland Council but are the responsibility of Cove. Email to be sent to Cove.	WEJ
10.	Appointment of representatives to outside bodies Holme Cultram Sea Dyke Charity – Cllr. John Graham & Duncan Findlay. Longcake Educational Foundation – Cllr. Marlene Cornforth. Hellrigg Community Fund Panel – Cllrs. Kiara Orchard and Marlene Cornforth.	
11.	Banking Arrangements The Parish Council banks with the Cumberland Building Society. RESOLVED that Cllrs. J. Graham, D. Findlay and M. Orchard continue as cheque signatories.	
12.	Asset Register Assets comprise of 2 x noticeboards, 2 x parish seats, 1 x laptop & printer, 2 speed signs and the cemetery building.	
13.	Annual review of risk assessments The Clerk had produced a risk assessment and management report which was reviewed and agreed by the Parish Council.	
14.	Insurance	

	The Parish Council's insurance cover is with Zurich Municipal which was noted.	
15.	Accounts for the Year Ended 31 March 2024 Accounts for the Year Ended 31 March 2024 were approved by the Parish Council.	
16.	Annual Governance and Accountability Return 2023/24 a) The Parish Council noted the Annual Internal Audit Report. b) The Annual Governance Statement (Section 1) was approved by the Parish Council. c) The Accounting Statements (Section 2) was approved by the Parish Council. d) The Annual Governance Statement and Accounting Statements were signed by the Chairman and Parish Clerk.	
17.	Appointment of Auditor and review of effectiveness of the internal audit a) It was agreed to appoint Mr Brian Thackeray at the Parish Council's internal auditor for 2024/25. b) The Parish Council reviewed the effectiveness of the internal audit and is satisfied with the current system.	
18.	Budget for the Financial Year 2024/25 RESOLVED that the Budget for 2024/25 be noted.	
19.	Annual Subscriptions The Parish Council agreed to renew the Annual subscription to CALC for 2024/25 at a cost of £196.75.	
20.	Calendar of Meetings Meetings to be held on Tues 9 July 2024, Tues 8 October 2024, Tues 14 January 2025 & Tues 8 April 2025 at 7.30pm in Silloth Community Hall.	
21.	Exclusion of Press and Public There was no need to exclude the Press and Public from the meeting.	
22.	Public Participation There had been no requests from members of the public to speak at the meeting.	
23.	Requests for financial assistance None.	
24.	Payment of Accounts Cheque payments to 9 April 2024 were approved for payment by the Parish Council.	
25.	Correspondence a) CALC - January 2024 - July 2024 Training Programme. b) Connecting Cumbria Newsletter – January 2024. c) Clerks & Councils Direct – January 2024. d) Police, Fire & Crime Commissioner Cumbria – Winter Newsletter 2024. e) Cumberland Council - 19.02.24 Partnership Information, LGR and Coronavirus. f) Connecting Cumbria Newsletter – February 2024. g) Cumbria Local Nature Recovery Strategy Newsletter – Spring 2024. h) Cumberland Council – Spring Environment & Climate Newsletter. i) CALC News – January & February 2024. j) CALC – re: Appointment of a Treasurer / Director for the CALC Board. k) Cumberland Council – Enq Ref: EI/182821 – Deep pothole at the edge of Wigton Road leading out of Silloth. Highways Team have attended the location and repaired the pothole. l) Cumberland Council – Enq Ref: EI/182822 - Two potholes and a crack in the concrete at the entrance to the Lido Village. Land in question is not maintained by Cumberland	

	<p>Council and is the responsibility of a private owner and we would need to contact them directly.</p> <p>m) Cumberland Council – Enq Ref: EI/182823 - Sharp bend sign at Barracks Bridge has been damaged and needs to be replaced – Assigned to Highways Team.</p> <p>n) Cumberland Council – Re: Longwood - COM/2023/0081. Owner has been advised on the requirements of the approved planning permission and advised upon any future change of use, which would be the subject to the usual consultation process and decided upon its individual planning merits.</p> <p>o) Cumberland Council - Draft 2024/25 Council Tax Base for Silloth is 137.20.</p> <p>p) CALC - Procurement Threshold Changes from 1 January 2024.</p> <p>q) CALC - 2024/2025 S137 limits.</p> <p>r) Cumberland Council – Poster regarding the Family Wellbeing Consultation on the future of family services in Cumberland.</p> <p>s) Cumberland Council – The Council is looking for non-elected members (‘co-optees’) to join their local Community Panels. Panels liaise with the community to set local priorities and direct funding and investment to where it is needed.</p> <p>t) Cumberland Council – Enq Ref: EI/189610 – Re: Damage to sides of the road at the bottom of Kingside Hill caused by wagons. Assigned to Highways Team.</p> <p>u) 2024 BBC Radio Cumbria Make a Difference Awards - Nominations will close at 11pm on Sun 10 March 2024.</p> <p>v) Cumbria Fire and Rescue Service (CFRS) is currently consulting on its Community Risk Management Plan (CRMP). Closing date for consultation responses is the 23rd March.</p> <p>w) NALC Legal Update – February 2024.</p> <p>x) Cumbria Local Nature Partnership update.</p> <p>y) Cumberland Council - Information regarding Cumberland’s Holiday Activity and Food Programme.</p> <p>z) Cumberland Council – Enq Refs: EI/169542, EI/127472, EI/162101, EI/151090 - Re: Damage to sides of road at the bottom of Kingside Hill caused by wagons. Issue has been added to a large-scale patching works programme scheduled to be carried out within the 2024/25 financial year. It will continue to be routinely inspected and if it meets the investigatory level in the future it will be reassessed and action taken if necessary.</p> <p>aa) Cumberland Council – Enq Ref: EI/196941 – Re; Gully alongside the road at bottom of Kingside Hill getting filled up with soil and narrow width of the side of the road, with wagons being dragged in – Assigned to a Highways Team.</p> <p>bb) Moore UK – Official notifications to submit the AGAR return for 2023/24.</p>	
<p>26.</p>	<p>Planning Applications Planning permission has been granted for the following: Ref No: HOU/2023/0059 Applicant: W. Collins Proposal: Demolition of existing garage and erection of new garage Location: Sunnyside, Barracks Bridge Area Of Silloth, Barracks Bridge, Silloth, CA7 4NR</p>	
<p>27.</p>	<p>Reports from Representatives on Outside Bodies Longcake Educational Foundation – No report. Sea Dyke Charity – There was a meeting last week. John Wise is now the Chairman. John Graham has done over 32 years as chairman. David Hurst is vice chairman. John Steele from Raby Cote has joined. They are not much further with putting the new shed up. Hellrigg Advisory Panel – No report.</p>	
<p>28.</p>	<p>Cumberland Council Report There is a bus improvement grant of £464k over 2 years which is government money to subsidise old services and provide new services. There is also some HS2 money coming across over 7 years and Cumberland will be getting an allocation of money. The roads we have got need to be better maintained rather than building new ones. They are getting some new</p>	

	gritters and bin lorries. Cllr. Markley chairs to local community panel and all the money has been allocated. A lot of the money is allocated based on deprivation. Restoration of the heritage signs was mentioned. Parish Clerk to get in touch with Helen Esselmont about it as a possible project.	
29.	Using .gov.uk domains for websites and emails The Joint Panel on Accountability and Governance Practitioners' Guide March 2024 has recently been updated. It now strongly encourages local (parish and town) councils to use gov.uk domains for websites and emails. The Parish Council has a ".org.uk" web address which is suitable for the time being. The Parish Clerk will set up an email address for each councillor rather than them using their own personal email addresses which will be both more professional and help with compliance with the General Data Protection Regulations. Cllr. Edmunds asked for his Agenda to be emailed to him which will save on paper and postage.	WEJ
30.	Reports from Councillors It was questioned whether it would be possible to install 2-3 streetlights between Silloth and Barracks Bridge which is very poorly lit. A lady who lives at the Lido Village had a nasty fall recently. Email to be sent to Cumberland Council to request additional lighting.	WEJ
31.	Chairman's Announcement The Chairman thanked everyone for attending the meeting and welcomed Marlene as our new Parish Councillor. He also thanked the Clerk for everything she does.	
32.	Date of next meeting Parish Council meeting – Tuesday 9 July 2024 at 7.30pm in Silloth Community Hall.	

Signed..... Date.....