

Askham and Helton Parish Council

Meeting: Annual Parish Council Meeting **Date:** Tuesday, 31st May 2022

Venue: Askham and District Community Centre

Present: Tom Lowther (TL), Gary Calland (GC), John Banks (JB), Malcolm Holt (MH),
Mary Westgarth (MW), Laura Harker (LH)

Apologies: Chris Whittaker (CW)

In Attendance: Sandie Watson (Clerk/RFO), Neil Hughes (NH) CCC

Members of Public: 0

Minutes

Item	Key Points/decisions	Action
01/05/82 Election of Chairman	Cllr Harker was proposed and accepted. Cllr Harker signed the Acceptance of Office. Cllr Lowther had informed the Council before the meeting of his intension to resign in July 2022 as he will be leaving the parish.	
02/05/83 Election of Vice- Chairman	Cllr Holt was proposed and accepted. Cllr Holt signed the Acceptance of Office. Cllr Westgarth agreed to represent for The Monty Cllr Banks agreed to update the website Cllr Calland agreed to be custodian for the Defibrillator in Helton	
03/05/84 Apologies	Cllr Whittaker – Work commitments Resolved that the apologies be accepted and the reasons recorded.	
04/05/85 Declarations of Interest	1. Register of Members Interests: Councillors are reminded of the need to update their Register of Interests. 2. Personal Interests. None received. 3. Prejudicial Interests. None received. 4. Dispensation Requests. None received.	ALL
05/05/86 Minutes	Resolved that the minutes from the Parish Council Meeting on 29 th March 2022 were accepted as a true record and signed by the Chairman.	
06/05/87 Outcomes of Actions of last meeting	Queen's Jubilee: a list of events has been added to the Parish Website. Footpath between Askham and Helton: Cllr Hughes reported that this funding request was unsuccessful and would try again. Bus Shelter: Cllr Holt to organise a voluntary group to paint the shelter. The Council had previously agreed in the March meeting a budget of £100. Askham Fell Cattlegrid: Resolved no further action required.	
07/05/88	Traffic calming to be discussed in item 10.	

External Meetings	The warning sign for 'no lorry access' to bridge have not been erected yet. The Council requested the Clerk to check if the damaged caused by the lorry hitting the bridge in March has been reported to Highways and update Council.	SW
08/05/89 Public Participation/ Open Session	No members of the public were present.	
09/05/90 Parish Council Insurance	The Clerk reported the insurance renewal is due. A quotation has been received from the current provider but the other intermediary had not responded with a quotation within a timely manner. The Clerk has reviewed the policy and suggested there was insufficient cover with the current provider and a new quotation had been requested. Following discussion the Council resolved to request the Clerk to act under delegated powers to arrange cover before the deadline.	SW
10/05/91 Traffic Calming	The Council discussed concerns over the dangers of crossing the road near the shop (blind corner) at Askham. Following discussion it was resolved that Cllr Hughes will contact CCC regarding the possibility of widening the pavement and reducing the speed limit. Cllr Hughes will also request an update on the speed investigation at Helton by CCC and report back.	SW
11/05/92 Grass Cutting tender for Askham and Helton	The Clerk presented the Council with a report into quotations from three contractors. Following discussion, the Council resolved to accept the quotation from contractor 1 for £2104.00 plus VAT.	SW
12/05/93 Parking Signs and Notices in Askham and Green Croft	Resolved. Parking notices have been erected in Askham. Resolved. Parking notices at Green Croft may remain in place as agreed with CCC.	SW
13/05/94 Financial Report	Resolved: The Clerk circulated the budget and bank reconciliation. Closing balance on 30 April 2022 is £13,248.14. The Council reviewed and accepted the transactions and budget 2022/23 updates. The Clerk reported issues with changing the bank mandate. The Council resolved to look into moving the bank account to another bank.	SW
14/05/95 Audit of Accounts	The Annual Governance Statement was approved. The Annual Internal Audit report was noted. The Accounting Statements were approved. The Certificate of Exemption was approved. The Council resolved to Appoint an Internal Auditor. The Clerk confirmed the bank signatories. Cllr Lowther to be removed as signatory and Cllr Banks to be added as signatory. The Clerk to action public rights notice and send audit to external auditors.	SW

<p>15/05/96 Planning Applications</p>	<p>Applications: 7/2022/3061 Land North of Keld Farm, Askham CA10 2PG Formation of an agricultural access track Resolved: No objections</p> <p>7/2022/3059 Green View, Helton, Penrith CA10 2QA Installation of a gazebo at the bottom of the garden which will measure 3.6m wide by 3m deep. It will have a pyramid roof, maximum height 3.17m. Resolved: No objections</p> <p>T/2022/0076 Green View, Helton, Penrith CA10 2QA Fell 1 apple, 1 pear, 1 cherry and 1 plum tree Resolved: No objections</p> <p>T/2022/0075 Park View Cottage, Helton, Penrith CA10 2QA Remove 2 silver birch and 1 multi stemmed elder (Tree 1, Tree 2 and Tree 3) Resolved: No objections</p> <p>Acknowledge not consult: 7/2022/3058 Askham Hall, Askham, Penrith CA10 2PF Approval of details reserved by conditions 3,4,5,6,7,8,9,10,11,12,13,14, 18,19,20,21,22,23 on planning permission 7/2011/3129 (change of use for Askham Hall and curtilage buildings from private residence to 25 bed hotel, function venue, tearoom and associated facilities) Resolved: Acknowledged</p> <p>Decisions: 7/2022/3025 Brook House, Askham, Penrith CA10 2PG Replacement of all four windows at the front of the house with white painted wooden framed sash windows that will have two rows of four double glazed panels. The appearance of the front will change slightly but become more in keeping with other buildings in Askham. GRANTED</p>	<p>SW</p>
<p>16/05/97 Payments of account</p>	<p>Resolved, the Council approved for payment: Clerk's wages and expenses March and April £539.52, HP Inks £6.66, Lowther Forestry £1884.00, CALC Subscription £148.64, C Leece £40, Askham and District Community Centre £1500.00, M Holt £83.71. Lowther Forestry £300.</p>	<p>SW</p>
<p>17/05/98 Correspondence</p>	<p>LGR updates and CALC newsletters circulated. LDNPA Election. Councillor votes have been received. The Chairman and Clerk signed the Ballot. Clerk to return to Cumbria Association of Local Councils (CALC).</p>	
<p>18/05/99 Items for agenda and dates of next meetings</p>	<p>Parish Council Meeting Tuesday, 26th July 2022 Tuesday, 27th September 2022 Tuesday, 29th November 2022 All meetings held at 7pm at Askham and District Community Centre.</p>	<p>SW</p>

19/05/100 PAYE	Resolved the Council approved the work from home allowance	SW
20/05/101 PAYE	Resolved the Council approved to outsource payroll	SW

Meeting closed 21.08pm

DRAFT