**Askham and Helton Parish Council**

**Meeting:** Annual Parish Council Meeting **Date:** Thursday, 11th May 2023

**Venue:** Askham and District Community Centre

**Present:** Laura Harker (LH), Malcolm Holt (MH), Mary Westgarth (MW)), John Banks (JB), Chris Whittaker (CW), Sophie Riches (SR), Gary Calland (GC)

**Apologies:**

**In Attendance:** Sandie Watson (Clerk/RFO), Neil Hughes (arrived 7.55pm)

**Members of Public:** 0

**Minutes**

|  |  |  |
| --- | --- | --- |
| **Item** | **Key Points/decisions** | **Action** |
| 199.1  Election of Chairman | Laura Harker was proposed and seconded. LH signed the Declaration of Acceptance of Office. |  |
| 200.2  Election of Vice-Chairman | Malcolm Holt was proposed and seconded. MH signed the Declaration of Acceptance of Office. |  |
| 201.3  Acceptance of Office and Pecuniary Interest | Councillors signed their Acceptance of Office and were reminded to complete and return their Declaration of Interests Forms and Return of Election Expenses. Clerk to collate and send to the Monitoring Officer.  Representation of Roles: Village Maintenance MH, Roads CW, Website JB, Monty report MW. |  |
| 202.4  Apologies | None received  Resolved that the apologies be accepted and the reasons recorded. |  |
| 203.5  Declarations of Interest | 1. Register of Members Interests: Councillors are reminded of the need to update their Register of Interests.  2. Personal/Prejudicial Interests. None received.  3. Dispensation Requests. None received. | **ALL** |
| 204.6  Minutes | Resolved that the minutes from the Parish Council Meeting on 28th March 2023 were accepted as a true record and signed by the Chairman. |  |
| 205.7  Outcomes of Actions of last meeting | **Bus Shelter**: To be completed – weather permitting.  **Sink holes in the Village Green**: Lowther Estates have been notified and placed stone slabs over the holes. SW has not received a response to date. SW to resend.  **Bench on the Village Green.** Bench to be delivered shortly. Storage and installation have been arranged by MH. A kind offer to install the bench has been received. MH to update at the next meeting. SW to ask if the bench is to be gifted to the Parish Council or to be maintained by the owner. The broken bench will be removed by MH and the ‘Ladies Club’ plaque given to LH.  **Kendal Calling**. An email was received from W&FC regarding traffic management plans. SW to write and put the Council’s comments forward concerning the congestion at the junction where Thrimby Road meets Askham Road. Could W&FC consider putting information notices on Motorway.  **Noticeboard.** MH has investigated and will make repairs. | **MH**  **MH&**  **SW**  **SW**  **MH** |
| 206.8  Public Participation/  Open Session | No members of the public present. |  |
| 207.9  External Meetings | NH gave a brief update on the progress of W&FC and the Eden Locality Board.  Notice has been received that St Michael’s church will be closing in the near future and concerns of plans for the building have been raised by Lowther Parish Council. |  |
| 208.10  Road conditions within the parish | LH raised concerns over the poor condition of the road surface throughout the village of Askham. NH asked that Councillors and residents report potholes and road defects to W&F Council either through the hotline number or through the website. | **ALL** |
| 209.11  Parish Council Insurance | Following discussion the Council resolved to continue with the current provider. SW to action. | **SW** |
| 210.12  Lake District National Park | Election of Members. GC would like to be put forward for consideration. The Council resolved to support CG with his application. |  |
| 211.13  LDNPA Design Code Consultation | The Council had no further comments to make on this consultation. |  |
| 212.14  Planning Applications | **Applications:**  **7/2023/3025 Land Southeast of Helton Head Farm, Helton, Penrith CA10 2QA**  Formation of replacement access. **Object.** The access is adequate for the barn’s current agricultural use and would be an unnecessary development.  **7/2023/3049 Askham Bridge, Askham, Penrith**  Confirmation of compliance of - with conditions 1,2 and 3 on listed building permission 7/2022/3111 – proposed works to repair parapets which have suffered bridge strikes, comprising rebuilding of damaged lengths, reclaiming the majority of masonry units (few stone replacements required)  **Acknowledged** as no consultation requested/required.  **7/2023/3057 Whale View Cottage, Helton, Penrith CA10 2QA**  Proposed alterations to rear facing windows on garden room. **Ratified no objection.**  **7/2023/3066 Field No. 5860 Askham**  Erection of covered midden. The Council reviewed and acknowledged. Non consultation request.  **7/2023/3067 Field No. 6175 near Askham**  Erection of covered midden. The Council reviewed and acknowledged. Non consultation request.  **Decisions:**  **23/0145 Old Dutch Barn, Tirril, Penrith**  Erection of a lean-to greenhouse. **Approved.** | **SW** |
| 213.15  Financial Report | Resolved: The Clerk circulated the budget and bank reconciliation. Closing balance on 30 April 2023 is £11,858.14.  The Council reviewed and accepted the transactions and budget 2023/24 updates. |  |
| 214.16  Audit of Accounts | Annual Governance Statement 2022/23 resolved to approve  Internal Audit Report 2022/23 resolved to approve  Accounting Statements resolved to approve  Certificate of Exemption, resolved to approve  Internal Auditor, resolved to approve  Bank signatories resolved to add MW  (Representation of Roles resolved in item 3) |  |
| 215.17  Payments of Account | Resolved. The Council approved for payment:  Clerk’s wages/expenses £604.92, £59.67, £31.88, SLCC £18, SLCC £46.75, HP Inks £6.66, CPSL £31.80, CALC Subscription £160.27, Audit £40, Insurance £359.48, Hall Hire £20, Mower service/repairs £575.80, Bedot £7.50, Mower Fuel £88.70. | **SW** |
| 216.18  Emergency Plan | The Council resolved to investigate creating an Emergency Plan for the Parish. SR agreed to take on this project. | **SR** |
| 217.19  Lighting Policy | The Council reviewed and resolved to adopt its lighting policy. | **SW** |
| 218.20  Conditions of Roads | Action discussed ref item 208.10. |  |
| 219.21  Correspondence | The Council wish to receive an update on the Monty. GC to invite Mr Lowther. | **GC** |
| 220.22  Items for agenda and dates of next meetings | Parish Council Meetings:  The Council resolved to move its meetings to Thursday evenings to avoid clashes with other events happening at the hall.  Thursday, 27th July 2023  Thursday, 28th September 2023  Thursday, 30th November 2023  All meetings held at 7.00pm at Askham and District Community Centre. | **SW** |

**Meeting closed 21.27pm**