

Lamplugh Parish Council

Parish Clerk; John Sloan, High Mill Barn, High Lorton, Cockermouth. CA13 9UB (0190085833)

Minutes of The Annual General Meeting and Parish Council Meeting (No 335) of Lamplugh Parish Council held on Wednesday 20th May 2020 at 7:00 via online video link

Parish Councillors required to attend;

Roger Braithwaite (Chair), Richard Wilson (Vice Chair), Michael Watts, Sandy Roberts, Robert Daghish, Julie Whittaker, Ed Surman and John Sloan (Clerk).

Also Invited: Arthur Lamb (County Councillor), Gwyneth Everett (Borough Councillor), Steve Morgan (Borough Councillor).

Present; Roger Braithwaite, Richard Wilson, Michael Watts, Ed Surman, and John Sloan (Clerk).

Plus; Arthur Lamb (County Councillor).

AGM MINUTES

1. Election of Chair; Roger Braithwaite was proposed by Richard Wilson and seconded by Michael Watts. No other nominations were forthcoming and Roger Braithwaite was duly elected as the Chair. Note that due to the Covid pandemic the parish council has adopted revised Standing Orders which allow virtual parish council meetings to be held. Where documents require signature the Clerk will send the appropriate document for signature and get an electronic scan by return or take the document to the councillors house for signature whilst maintaining social distancing rules.
2. The Chair (RB) and Clerk will sign the Declaration of Acceptance of Office at a later date.
3. Apologies for absence; Julie Whittaker, Sandy Roberts and Rob Daghish sent apologies.
4. Minutes of the last Annual general/parish council meeting held on 15/05/19 were accepted and had been signed at the July PC meeting in 2019.
5. Resignations and co-options for 2019-20; Richard Hodgson resigned in 2019-20 and Ed Surman coopted during the year. There are currently 4 vacancies on the parish council available for co-option.
6. Election of the Vice Chair; Richard Wilson was nominated by Roger Braithwaite, seconded by Ed Surman and elected without contest.
7. The Vice Chair and Clerk will sign the Declaration of Acceptance of Office at a later date.
8. The appointment to the following committees/groups was agreed:
 - a. Allotments Committee; Roger Braithwaite and the Clerk. It was decided to roll this item into the Annual parish meeting in the future and for an inspection to take place before that meeting.

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9. The appointment as Trustees/Representatives to the following trusts/charities were agreed:
 - a. Florence Exhibition Trust; Chris Spencer. This trust deals with small grants for further educational study available to parishioners. The clerk will request a written update regarding the current and future grantees.
 - b. Memorial Houses; Chris Spencer. This trust looks at the upkeep and management of the memorial houses. Again an update will be requested and Chris Spencer confirmed that he does wish to continue in both roles.
 - c. Lamplugh School Governors; no PC governor in place at present, reports are made by Rob Daghish and Arthur Lamb (county councillor who is also a governor).
 - d. Dr John Sherwen Charity; Sandy Roberts is the representative for this group which provides small grants to parishioners in need.
 - e. Copeland CALC; Roger Braithwaite and the clerk.
 - f. Eskett Quarry Local Liaison Committee; Richard Wilson.
 - g. Regeneration NE Copeland; Sandy Roberts.
 - h. Lamplugh Village Hall committee; Sandy Roberts and Michael Watts (if Sandy is not available).
10. Appointment of Internal Auditor; Joanne Price has agreed to continue to act as internal auditor. Proposed by Roger Braithwaite and seconded by Richard Wilson.
11. The budget summary for financial **year** 2019/20 and the coming financial year 01/04/20 to 31/03/21 was briefly reviewed. The parish council is starting the year with £23.5k, around £13k being carried over as reserves from the previous year.
12. Dates for Council meetings in 2020/2021 were noted.

Parish Council Meeting	15th July 2020
Parish Council Meeting	16th Sept 2020
Parish Council Meeting	18th Nov 2020
Parish Council Meeting	20th Jan 2021
Parish Council Meeting	17th Mar 2021
Annual Parish Meeting	5th May 2021
Parish Council Meeting and AGM	19th May 2021

Closure of AGM at 19:10.

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Present; Roger Braithwaite, Richard Wilson, Michael Watts, Ed Surman, and John Sloan (Clerk).

Plus; Arthur Lamb (County Councillor).

Parish Council Meeting Minutes (335) 20th May 2020

1. Julie Whittaker, Sandy Roberts and Rob Daghish sent apologies. There was a declaration of conflict of interest from Michael Watts relating to the grant allocations as he is a member of Ennerdale and Lamplugh Parochial Church Council. The parish council adopted revised Standing Orders that allow the use of video conferencing to hold virtual parish council meetings. The revision guidelines had been provided by CALC. The parish council noted the sad passing of Bob Marshall, a previous Clerk to Lamplugh PC and a stalwart of the Lamplugh village hall committee. Due to the Covid pandemic no representative could attend the funeral but a celebration of Bobs life may be held at a later date.
2. The minutes of the previous meeting (No 333) held on 15th January 2020, had previously been signed by the Chair. Note that the planned PC meeting No 334, due to be held in March, was cancelled due to the Corona virus pandemic (Covid).
3. Tasks arising from the Council meeting (333) held on 15th January 2020 were reviewed.
4. The main items of correspondence to 20h May 2020 were reviewed and any of significance had been added to this agenda. The vast majority of any communications had related to the Covid pandemic.
5. Finance Matters:
 - a. The balance held in the bank/building society as of 20/05/2020;

	15th Jan 2020	20th May 2020
Cumberland BS	£14,484.25	£23,826.24

Values were confirmed with a copy of the online statement. The account figures were formally accepted and agreed by the councillors.

Income and expenditure details (on spreadsheets) covering the period up to the 20th May 2020 and for the end of the previous financial year, the 31st March 2020, were reviewed and data agreed by the councillors.

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- b. After the parish grants were discussed and allocated (5.f) cheques totalling ~£4,372 were presented for approval and signature; Cumbria payroll services, Rocketsites web host, internal auditor honorarium, CALC membership, SLCC membership, Clerks quarterly salary, Zurich insurance, 217 bus service and grants to Lamplugh village hall, Lamplugh sports committee, Lamplugh and Ennerdale PCC, Kirkland children's playground and the Kirkland after school club. The parish council had received the annual precept of £10,838 (same as previous year). The summary table for the schedule of payments and receipts was reviewed and will be signed by the Chair in due course.
- c. The fourth quarter audit had been arranged by the Clerk and the summary report was duly reviewed by the Chair.
- d. The completed forms supplied by the external auditors for the year-end finances were reviewed by the councillors, having agreed to a certificate of exemption; (1) Firstly the Annual Governance Statement was read and agreed, followed by (2) The Accounting Statements for the year, also read, agreed by councillors and will be signed by the Chair in due course. The Clerk will arrange to get the necessary 'wet signatures' required for compliance with the audit regulations and post the necessary financial information on the parish web site.
 - e. The end of year accounts were studied and the parish ledger will also be signed off by the Chair and Clerk at a later date.
 - f. The parish council reviewed all of the grant applications from parish groups; The Village hall committee was awarded £500 towards insurance and licensing charges. Lamplugh and Ennerdale Parochial church council were awarded £350 towards the costs of grass cutting and equipment maintenance at Lamplugh church yard. Lamplugh sports committee was awarded £400 towards insurance costs and provision of medals. Kirkland children's playground committee were awarded £500 towards the cost of insurance and inspection of the play area. Kirkland after school group was awarded £85.85 towards insurance costs. No application had been received from the Over 60s club which may be due to the Covid pandemic curtailing any foreseeable events. Grant monies will be provided is required at a later date. Similarly the First responders group did not wish to apply for any funding at this time.
6. Public Participation Slot; Arthur Lamb provided an update; no real news about the school at present, there had been an increase in fly tipping at Eskett quarry since the lockdown and closure of the local rubbish tips, he would look into getting the road signs for the lowering of the limit on the A5086 (between Kirkland road end and the Loweswater junction. Nothing to report from Ian Parker (vicar) as the church is still closed. The gather at Ennerdale is open two days a week for collection of food orders and is acting as a coordination point for deliveries of food and prescriptions to those in self isolation in Ennerdale and Lamplugh (with the aid of Michael Watts from Lamplugh PC).
7. Landscaping; the first cut of the year had been partially completed with the remainder taking place in the current week (Kirkland pound not yet cut).

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8. Planning matters; Millfields development—s106 proposals; awaiting change proposal to s106 from the developer. Any such proposals will go before the planning committee at Copeland BC at which point the parish council will be asked for comment/input.
Two planning applications for housing developments submitted and rejected last year have been sent for appeal, Lamplugh PCs previous objections will still stand.
9. National park boundary extension plans; no news.
10. Village hall; nothing new to report at present, still seeking to fill final funding gap.
11. Highways; Ed Surman/Chair will seek clarification on request from a parishioner for some form of traffic speed control at Lamplugh Green. The 40mph limit on the A5086 has not been completed; Arthur lamb will follow up and report back to the PC.
12. Parish website; the clerk has been uploading a copy of each Contact magazine. The web site will need to comply with accessibility rules by September 2020; councillors suggested that the Clerk contact the web host (for numbers accessing the web site) and the developer (CALC) to assist in compliance.
13. School status; awaiting government guidelines for reopening of the school under the Covid regulations.
14. Sherwen charity; Lamplugh PC member (SR) to attend meetings. Sandy has been in contact with the charity with a view to attending the next meeting.
15. Lamplugh young farmers; had provided an offer of assistance in parish, mainly to tidy up and scrape the footpath and horse margin. Unfortunately the weather then Covid intervened and nothing happened. The Clerk/Chair will follow up at a later date once the Covid restrictions are eased.
16. Newsletter; items for next issue to Michael Watts by the 23rd of the month. Clerk to provide draft minutes before this date.
17. Upcoming Meetings/Meetings attended; all face to face meetings are postponed at the present time.
18. Items for next agenda; as this virtual meeting had gone reasonably well councillors have no problems with holding future meetings via video conferencing if current restrictions are still in place by July.

The next meeting will be a **Parish Council Meeting** held on the **15th July 2020 in the Lamplugh Village Hall or by video conference (parishioners should contact the Clerk in advance of the meeting if they wish to watch or take part).**

Closure of Council Meeting at 8:15pm.

Dates for Wednesday night Council meetings in 2020/21;

Parish Council Meeting
Parish Council Meeting
Parish Council Meeting

15th July 2020
16th Sept 2020
18th Nov 2020