

Lamplugh Parish Council

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

Minutes of The Annual General Meeting and Parish Council Meeting (No 323) of Lamplugh Parish Council held on Wednesday 16th May 2018 at 7:00 pm in Lamplugh Village Hall

Parish Councillors required to attend ;

Sandy Roberts (Chair), Roger Braithwaite (Vice Chair), Richard Wilson, David Lawrence, Michael Watts, Richard Hodgson, Robert Daghish, John Sloan (Clerk).

Also Invited: John Dirom (Borough Councillor) and Arthur Lamb (County Councillor).

Present; David Lawrence, Richard Wilson, Michael Watts, Richard Hodgson, Robert Daghish, John Sloan (Clerk) and Arthur Lamb (County Councillor).

AGM MINUTES

1. As both the current Chair and Vice chair were absent the councillors elected David Lawrence to act as temporary chair for both meetings (the AGM and PC meeting No 323). Election of Chair; Sandy Roberts was proposed by Richard Hodgson and seconded by David Lawrence. No other nominations were forthcoming and Sandy Roberts was duly re-elected as the Chair.
2. The temporary Chair (DL) and Clerk 'ppd' the Declaration of Acceptance of Office and the Clerk will get the signature of Sandy when she returns from hospital.
3. Apologies for absence; Sandy Roberts, Roger Braithwaite.
4. Minutes of the last Annual general/parish council meeting held on 17/05/17 were accepted and had been signed at the July meeting in 2017.
5. Resignations from 2017-2018 and co-options for 2017-18; Pauline Benn Cross and Philip Wilson stepped down from the parish council. Michael Watts, Richard Hodgson and Robert Daghish were coopted during the year. There are currently 4 vacancies on the parish council available for co-option.
6. Election of the Vice Chair; Roger Braithwaite was nominated by, Michael Watts seconded by Richard Hodgson and elected without contest.
7. The temporary Chair (DL) and Clerk 'ppd' the Declaration of Acceptance of Office and the Clerk will get the signature of Roger at a later date.
8. The appointment to the following committees/groups was agreed:
 - a. Allotments Committee; Sandy Roberts 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; Sandy Roberts and Richard Hodgson.
 - d. Dr John Sherwen Charity; Sandy Roberts is the representative for this group which provides small grants to parishioners in need.
 - e. Copeland CALC; Sandy Roberts and the clerk.
 - f. Eskett Quarry Local Liaison Committee; Richard Wilson.
 - g. Regeneration NE Copeland; Sandy Roberts.
 - h. Lamplugh Village Hall committee; Sandy Roberts, one other person may be nominated at the next PC meeting in July.
10. Appointment of Internal Auditor; Joanne Price has agreed to continue to act as internal auditor. Proposed by David Lawrence and seconded by Richard Wilson.
11. The budget summary for financial year 2017/18 and the coming financial year 01/04/18 to 31/03/19 was briefly reviewed.
12. Dates for Council meetings in 2018/2019 were noted.

Parish Council Meeting	18th July 2018
Parish Council Meeting	19th Sept 2018
Parish Council Meeting	21st Nov 2018
Parish Council Meeting	16th Jan 2019
Parish Council Meeting	20th Mar 2019
Annual Parish Meeting	1st May 2019
Parish Council Meeting and AGM	15th May 2019

Closure of AGM at 19:15.

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Parish Councillors required to attend ;

Sandy Roberts (Chair), Roger Braithwaite (vice chair), Richard Wilson, David Lawrence, Michael Watts, Richard Hodgson, John Sloan (Clerk).

Also Invited: John Dirom (Borough Councillor), Arthur Lamb (County Councillor).

Present; David Lawrence, Richard Wilson, Michael Watts, Richard Hodgson, Robert Daglish, John Sloan (Clerk) and Arthur Lamb (County Councillor).

Parish Council Meeting Minutes (323) 16th May 2018

1. Sandy Roberts and Roger Braithwaite apologised for absence. As both the current Chair and Vice chair were absent the councillors elected David Lawrence to act as temporary chair for the meeting. There were declarations of conflict of interest from Michael Watts relating to the grant allocations as he is a member of both Ennerdale and Lamplugh Parochial Church Council and the Arlecdon and district First Responders. Richard Hodgson also declared an interest as he is a member of Ennerdale and Lamplugh parochial Church Council.
2. Minutes of the last parish council meeting (322) held on 21st March 2018 were reviewed and accepted as true and signed by the Temporary Chair.
3. Tasks arising from the Council meeting (322) held on 21st March 2018 were reviewed.
4. The main items of correspondence to 16th May 2018 were reviewed and any of significance had been added to this agenda.
5. Finance Matters:
 - a. The balance held in the bank/building society as of 16/05/2018;

	21st March 2018	16th May 2018
Nat West Bank	£1,475.73	£1,240.89
Cumberland BS	£10,001.00	£20,746.06
Total	£11,476.73	£21,986.95

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 16th May 2018 were reviewed and data agreed by the councillors.

The clerk noted that at present there were only three signatories for the cheque book and proposed that two more councillors were added between meetings. The two to add were Michael Watts and Richard Hodgson (Robert Daglish to be added later in the year). The clerk will drop of copies of the necessary forms for the new signatories to take to the CBS.

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- b. After the parish grants were discussed and allocated (5.f) cheques totalling ~£6,300 were presented for approval and signature; articles for Contact mag, 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, Arlecdon first responders, Kirkland children's playground and the Lamplugh Over 60s club. Two cheques had been approved between meetings (Garden services and web site hosting). The parish council had received the annual precept of £10,838 and £17.50 in cash from donations for the parish walk leaflets. The summary table for the schedule of payments and receipts was reviewed and duly signed by the Temporary Chair. Following the ending of the parish Land management group any funds remaining will be passed back to the parish council for maintenance of the landscape areas. The sum mentioned was around £700, Michael watts will follow up on this matter.
- c. The fourth quarter audit had been arranged by the Clerk and the summary report was duly reviewed and signed by the Temporary Chair.
- d. The completed forms supplied by the external auditors for the year-end finances were reviewed by the councillors; (1) Firstly the Annual Governance Statement was read, agreed and duly signed by the Temporary Chair followed by (2) The Accounting Statements for the year, also read, agreed by councillors and duly signed by the Temporary chair.
 - e. The end of year accounts were studied and the parish ledger had been signed off by the Vice Chair at the Annual parish meeting earlier in the month.
 - f. The parish council reviewed all of the grant applications from parish groups; The Village hall committee was awarded £2,000; £500 towards insurance and licensing charges and £1,500 as a donation towards building the new village hall. Lamplugh and Ennerdale Parochial church council were awarded £300 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. Arlecdon and District first responders were awarded £200 towards annual running costs. Lamplugh Over 60s club were awarded £300 towards the Xmas party and the bus trip. Kirkland children's playground committee were awarded £400 towards the cost of insurance and inspection of the play area.
6. Public Participation Slot; the 24hr 'Ultra running event' planned to take place at Cogra Moss in July may have been cancelled. The clerk will check up on this.

Ian Parker alerted members to the fact that Lamplugh church restorative work was running a little behind but expected the church to be open and functioning again in mid June.

Arthur Lamb reported on issues that he had been involved with; there will be review of the speed limits through Lamplugh on the A5086 in the summer months. Traffic counters had been in place and issues seen in the Ennerdale and Kirkland areas due to evening Sellafield traffic heading North. The huge Inglenook caravan site sign at the end of the Scalesmoor road adjoining the A5086 is both an eyesore and distracts/hinders vehicles in the area. Arthur will also report this at this next meeting with the Highways folks. More fly tipping was present at the Eskett quarry which had been reopened.

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Robert Daghish noted that the school PTA are holding a summer fete in July (Sunday 8th) and asked if the parish council would like to be represented at the fete.

7. Lengthman scheme; a litter pick on the A5086 and around the Kart track area has been completed.
8. Planning matters; the Millfields housing development (for 27 houses on land close to Fitz Bridge); Councillor Lawrence previously proposed that the parish council should endeavour to have a meeting with the local MP, mayor and CBC representatives. This meeting was now due to take place at the end of the week ie 18th May. The meeting will be attended by DL and the Clerk (JS) in the absence of the Chair and Vice Chair. David Lawrence had written a draft text for review by the councillors which outlined the problematic position of having possibly two village halls in the parish. Councillors broadly backed the content of the text but thought that Copeland BC should be encouraged to come up with any solutions as it was felt that they had got us into this position in the first place. It was also noted that any proposals would not be definitive and would need to be brought before the parish councillors, the village hall committee and the parishioners before anything concrete was agreed.
9. GDPR; parish councils are now not required to have a data protection officer. Councillors discussed the GDPR proposals and thought that the parish council held little or no information on individuals but will keep a watching brief over the next six months.
10. Review of standing orders; David Lawrence had reviewed the Standing orders and minor changes passed back to the Clerk who had incorporated the changes to update the document. The revised content was agreed and adopted by the parish council. The clerk noted that since the changes had been made the national council had very recently updated the Standing Order template. The clerk will review these additional changes and communicate them to councillors prior to the next meeting.
11. Highways; discussed earlier with County Councillor Arthur Lamb.
12. Parish website; the clerk has attended meetings and training with CALC at Penrith; a new parish council web site is up and running, retaining the old name. A Carlisle company is acting as the host. The clerk will add the financial documents as required for the external audit in early June. Other pictures etc will be added to make the site more attractive in due course. The clerk will pass on a copy of the training document to Roger Braithwaite so that two members can add items to the site.
13. Lamplugh plan; following on from the result of the Millfields planning issue where all parish recommendations and previous parish plans were ignored by Copeland BC it was felt that councillors time would be better spent on other issues.
14. Volunteer litter pick; parishioners will be encouraged to volunteer to clear their own local area.
15. Crossgates land; the clerk /Richard Hodgson will contact John Davis regarding a tree safety review. Arthur Lamb will contact Tendley quarries regarding supply of new gravel to cover the path between Lamplugh Cross and the village hall.

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16. Newsletter; items for the May newsletter need to be with Michael Watts by the 23rd.
17. Upcoming Meetings/Meetings attended; clerk met with CALC and the local police officers.
Meeting with MP, Mayor and head of Copeland BC (DL and JS)
18. Items for next agenda; agree any further changes to standing orders. Millfields s106 proposals.

The next meeting will be a **Parish Council Meeting** held on the **18th July 2018 in the Lamplugh Village Hall.**

Closure of Council Meeting at 9:05pm.

Dates for Wednesday night Council meetings in 2018;

Parish Council Meeting
Parish Council Meeting
Parish Council Meeting

18th July 2018
19th Sept 2018
21st Nov 2018