

Draft Minutes of the Annual Parish Council Meeting
held Monday 21st May 2018 in Rockcliffe Community Centre

89/05/18 - Election of Chairman for year 2018/2019

RESOLVED – Cllr Judith Twentyman was elected chairman for the year 2018/2019 and signed the Declaration of Acceptance form.

90/05/18 – Election of Vice Chairman for year 2018/2019

RESOLVED - Cllr Robert Park was elected vice-chairman for the year 2018/2019.

91/05/18 – Apologies for absence

None

92/05/18 – Present

Chairman Cllr J Twentyman, H Graham, J Harper, G Moss, G Mounsey-Heysham, M Irving, G Percival,

S Sidgwick, L Faulder (clerk)

93/05/18 – In Attendance

County Cllr V Tarbitt, City Cllr R Bloxham and one member of the public

94/05/18 – Declarations of Interest and Requests for Dispensation

Cllr S Sidgwick declared an interest in planning, due to his wife being on the Carlisle City Councils Development Control Committee.

City Cllr R Bloxham declared an interest in planning due to him being a member of the Carlisle City Development Control Committee.

95/05/18 – Minutes of the last meeting

RESOLVED – the minutes of the meeting held 19th March 2018 were approved and signed and dated by the chairman.

96/05/18 – Public Participation

None

97/05/18 – Appointment of Representatives 2018/2019

- Beckburn Windfarm

RESOLVED – Cllr Judith Twentyman

- Northern Resource Park (Hespin Wood) Liaison Group

RESOLVED - Cllr John Harper

- Rockcliffe Community (Brampton Skips)

RESOLVED – Cllr Stephen Sidgwick

- Cumbria Waste Management

RESOLVED – Cllr John Harper

98/05/18 – Flooding

11.1 – Update Cllr R Park

Cllr Park has a quote from RAB Consultants Mr Andrew Park for £850 including expenses, excluding vat for a site visit to the 6-7 properties affected by the January 2018 flooding. He will give preliminary proposals on what need done. Cllr Park is to arrange a suitable date for all concerned. It is proposed to apply to the Beckburn fund for £1000 to cover the cost including the vat for the Rockcliffe Community Flood Relief Survey. RESOLVED The cheque will be released at the next meeting.

99/05/18 – Highways

12.1

- a) Gretna sign update from clerk

RESOLVED - A letter received from Highways indicates they may move the signage in the hope of reducing future maintenance costs, but with no fatalities on the road as confirmed by the police nothing else can be done.

- b) Plastic & tin rubbish on the highway update Cllr Bloxham

RESOLVED – a litter pick has been completed

- c) Poor House field road – collapsing road/verge

RESOLVED – Cllr Harper to liaise with County Cllr V Tarbitt

- d) Gritting of Floriston Road and Grit box

RESOLVED – Clerk to order grit box and put on the list for filling and heaps of salt to be available if needed.

100/05/18 – Clerks Report

13.1 Data Protection Regulations 2018 and Privacy Notice

RESOLVED to accept The Data Protection Policy 2018 and the Privacy Notice.

13.2 Policy updates May 2018

RESOLVED to accept the policy updates 2018

13.3 Summer Play Scheme

RESOLVED to accept the invoice will be submitted in time for the September meeting.

13.4 Public Participation

RESLOVED that under the term of the Data Protection Act 2018 no member of the public will be named in the minutes.

13.5 Council attendance register

RESLOVED to note council attendance register

13.6 Beckburn Fund

RESOLVED to note Beckburn Fund

13.7 Clerks Probationary Period

RESOLVED that the clerks probationary period has been successfully completed, therefore permanently in post.

13.8 National Joint Council recommended pay increase for Clerks/Financial Officer

RESOLVED to approve the pay increase effective from 1st April 2018 for the clerk. Based on a scale point 17 which will increase to £9.70 per hour.

102/05/18 – Correspondence

- Stagecoach, reply received, and nothing can be done. RESOLVED
- Community Payback have confirmed representative at next meeting. RESOLVED
- Subscription to Local Council Review. No one wanted one. RESOLVED
- Catherin Queen research student. Cllr John Harper to respond. RESOLVED

103/05/18 – Financial Matters

15.1 To note receipt of income

Guy Thompson summer play scheme 2017 - **£195.00**

Precept including CTRS grant **£4992.00**

15.2 To note expenditure

DD – March	L Faulder	salary	184.40
DD – March	L Faulder	home office	18.00
000158	Rockliffe Com Cntr	hall rent	84.00
000159	CALC	GDPR 2018	70.00
000160	St Mary’s Church	grass cutting	500.00
000161	L Faulder	reimbursements	42.11
DD – April	L Faulder	salary	184.40

DD – April	L Faulder	home office	18.00
000162	CALC	subscription	225.00
000163	D Malley	payroll services	63.50
000164	J Airey	internal audit	87.72
000165	J Harper	polycarbonate notice boards	27.99

RESOLVED to approve the expenditure

15.3 unrepresented cheques

000128	J Little	flowers	40.00
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RESOLVED This lady is doing the flowers again this year and will give 2 invoices.

15.4 To receive a report of income and expenditure to March 2018.

Bank reconciliation attached to agenda.

RESOLVED to note current balance

15.5 RESOLVED to note Beckburn Wind Farm Finance update

15.6 Audit 2018

RESOLVED to approve the accounts for the year ending 31st March 2018

RESOLVED to note variances

RESOLVED to note Bank Reconciliation as at 31st March 2018

RESOLVED to note the Report of the Internal Auditor

15.7 Audit commission Annual Return

RESOLVED to approve the statement of assurance and authorise the chairman to sign the annual return for the year 31st March 2018

15.8 Zurich insurance due

RESOLVED to authorise a cheque for payment to Zurich Insurance on return of quote

15.9 Castletown rents due for renewal

RESOLVED to authorise a cheque for payment on receipt of invoice from Castletown Estates

104/05/18 – Village Matters

16.1 Litter pick

RESOLVED to arrange a date further on in the year

105/05/18 – Councillor Matters

- Crown & Thistle pub up for sale in the next two weeks. Cllr G Moss & Cllr R Park
- There has been no further information on the coastal path. Cllr G Mounsey-Heysham says
he has no more details either.
- Grass cutting on the triangle at the Crown & Thistle, ? Heineken responsible, Cllr G Mounsey-Heysham to check lease.
- Cllr R Park would like an update on the potholes up Redhills – County Cllr V Tarbitt will follow up and state how important the route is.
- Dog Litter bin - City Cllr Ray Bloxham will follow up.
- Registration of Blencarn Park as a village green – County Cllr V Tarbitt to follow up.
- Application of disable parking space – please pass on County Cllr Val Tarbitts contact details for discussion.
- Kerb stones and wall have been damaged at Todhills near the new flyover – County Cllr Val Tarbitt to follow through.
- Cumbria Waste management, a request for a sign ‘no access to Hespian wood’ at the Rockcliffe turning, to put on the agenda for the next meeting.

106/05/18 – Date of Next Meeting

RESOLVED the date of the next meeting of the Rockcliffe Parish Council will be 16th July 2018 to be held in the Rockcliffe Community Centre at 7.30pm.

