

BOOTLE PARISH COUNCIL

DRAFT MINUTES OF THE ANNUAL GENERAL MEETING OF THE PARISH COUNCIL HELD ON 14TH MAY 2018 IN THE COMMUNITY ROOM, BOOTLE FIRE STATION, COMMENCING AT 7.30PM

1/18 Attendance

Cllr D Faulkner, Cllr, R Kenworthy, Cllr R Read, Cllr M Capstick, Cllr P George

2/18 Apologies

Cllr G Stoker and Cllr T Miles,

3/18 Minutes of Annual General Meeting 8th May 2017

Minutes of the Annual General Meeting of 8th May 2017 were approved and signed by the Chairman Proposed by Cllr Faulkner, Seconded by Cllr Read

4/17 Election of Chair

The existing Chairman and Vice Chair stood down.

Chairman – Cllr Faulkner Proposed by Cllr George, Seconded Cllr Read

There being no other nominations Cllr Faulkner was elected Chairman and took over the meeting. The Chair signed the acceptance of office.

5/18 Election of other Officers

Vice Chair – Cllr Kenworthy Proposed Cllr George, Seconded Cllr Read

There being no other nominations Cllr Kenworthy was elected Vice Chair. The Vice Chair signed the acceptance of office.

6/18 Accounts

The Clerk/RFO gave an account of the finances for the last financial year. The accounts had been subject to internal audit and approved. The variances had been identified and would be reported to the external auditor.

7/18 Notification of Councillor Vacancies.

There are currently three Councillor vacancies. No responses had been received from previous advertisements .

The Annual General meeting closed at 20.00hrs and the normal meeting resumed

8/18 Exclusions of Press and Public

None

9/18 DECLARATIONS OF INTEREST

Cllr Faulkner declared an interest in Agenda item 11.3

10/18 Minutes of Meeting held on 16th April 2018

The minutes of the meeting held on 16th April 2018 were approved and signed by the Chairman.

11/18 Police Liaison Report

A report had been received and circulated to all Councillors prior to the meeting. The report was accepted.

12/18 PROGRESS REPORTS

12/18.1 Flooding

Cllr Kenworthy reported that an application had been submitted to the permit officer at the Environment Agency. The EA have raised a number of points requiring further information which has been provided. The main issue was around the waste licences/exemptions for the gravel to be removed. Further liaison with the EA by Cllr Kenworthy resolved this allowing the permit application to be duly made.

The Director of the West Cumbria Rivers Trust is supportive of the wider Natural Flood Measures project and since it benefits communities, has positive environmental impacts eg footpaths, local history, circular walks so could be eligible for Lottery funding for the larger schemes

If the project was successful in securing funding then West Cumbria Rivers Trust would potentially be interested, in renting the space, which would benefit the community and mitigate precept raises as well as improving the tourist economy.

12/18.2 Toilet Refurbishment

Cllr George reported that 200 square feet of office space could generate an income of around £3k per annum, but this could be negotiable for a start-up business. Cllr Kenworthy stated that he would construct a 3D model for the Parish Meeting of what was being proposed for the toilet refurbishment. Cllr George will give the Parish meeting an update on the progress and plans. It is thought that the project will cost c.£20k. 3 quotes are required and also plans for the planning for change of use. Planning application etc to be discussed at the June meeting.

12/18.3 Emergency Plan

In the absence of Cllr Miles this item was deferred to the next meeting.

13/18 PUBLIC PARTICIPATION

No members of the public were present who wished to participate

14/18 County Councillor and District Councillors' Reports

Cllr Hitchen reported that he had written to the Director of Copeland regarding the toilets and the planned renovations to have the 10 year covenant removed/amended.

Planning – LDP had a local plan review in process and notices were to be put up around the village for feedback.

15/18 APPLICATIONS FOR DEVELOPMENT

15/18.1 Applications

None received

15/18.2 Ratifications

None undertaken

15/18.3 Approved Planning Applications

None received

16/18 FINANCIAL RECORDS

16/18.1 The following payments were approved:

V Bradley	Internal Audit fee	£ 70.00
Water plus	Water bill – toilets	£ 99.39
D Faulkner	reimburse signs for BIB	£ 188.99
Millom without PC	Data Protection Course	£ 23.34
SH Pennellum	Toilet Cleaning March 18	£ 67.50
Woodhouse Ltd	Replacement battery for mower	£ 80.35

For information only – under Financial Regulations

Environment Agency Permits for Gravel Management £ 968.00

16/18.2 Receipts

Precept	£16000
Field rent	£ 100

16/18.3 To receive and note the bank statement

Cllr Capstick checked and signed the bank reconciliation proved by the Clerk

16/18.4 To agree the Schedule of Assets

The Schedule of Assets had been previously circulated to all Councillors Proposed by Cllr Kenworthy, Seconded by Cllr Capstick to accept

16/18.5 Accounting Statement

To receive and note the accounts for the year ending 31 March 2018 have been submitted and approved by the internal auditor and that they are a true and correct record. The Council were in agreement with the Accounting statement and it was duly signed by the Chair

16/18.6 To determine that the Parish Council has met the qualifying criteria to certify them as exempt from a limited assurance review.

The Council were of the opinion that all criteria had been met and it was proposed by Cllr Kenworthy and Seconded by Cllr George that the Clerk/RFO submit a certificate of exemption.

17/18 VILLAGE MATTERS

17/18.1 Annual Parish Meeting

The Agenda was agreed for the Annual Parish Meeting to be held on 23 May 2018. The Clerk to attend and take minutes of the meeting. The Agenda to be placed on the Cumbria Crack website.

17/18.2 Allotment Field

Cllr Stoker to be contacted by the Clerk for an update.

17/18.3 Proposed new Data Protection Regulations 2018

The below policies had been previously circulated to Councillors for their information

1. Approve Data Protection policy
2. Approve Website Privacy Policy

It was proposed by Cllr Capstick and Seconded by Cllr Kenworthy that these be approved and placed on the website.

17/18.4 Proposed Copeland Ward Boundary Changes

Cllr Faulkner to draft a response on behalf of the Parish Council

17/18 Reports from representatives on outside bodies and working groups

17/18.1 Beach

Cllr Kenworthy proposed that based on the unsatisfactory response the FOI another email should be sent Cumbria County Council requesting that the questions raised in the original FOI are answered specifically. This would then allow the matter to be escalated as appropriate. The proposal was unanimously agreed and the Clerk requested to raise the required correspondence.

17/18.2 Wellbank

There were no changes but it was noted that there had been some vandalism in the old swimming pool.

17/18.3 Swimming Pool

Cllr Faulkner reported that £25k had been allocated to the project by Copeland Community Fund subject to the project getting additional funding from other sources.

17/18.4 Wellbank Footpath

Cllr Faulkner reported that he had been in discussion with Eric Barker and it may be that there may be some monies available from the £1.8m coastal path project. He intended to meet highways dept (K Cosgrove) concerning the condition proposed for the Wellbank planning application.

17/18.5 Community Plan

It was agreed that this would be up dated and reviewed in the Autumn 2018.

18/18 Correspondence

All correspondence has been previously circulated. The following had been received:

A request had been received from Bootle Christmas Party/Sports Committee for a donation from the Parish Council. It was agreed in principle to allocate £100 to the children's races and £100 to the children's party (proposed by Cllr Kenworthy and Seconded by Cllr George) subject to more information being received around costs etc.

19/18 Councillor Matters

- Cllr Faulkner - Painting of toilets – Bootle in Bloom were proposing grey. The Council considered this too gloomy and agreed to a white or off white. Cllr Faulkner to purchase the paint.
- Cllr Faulkner reported that Mr Dunn was prepared to oil all the seats. It was agreed to purchase some.
- Cllr Faulkner to purchase the clips for the signs to be erected.
- Cllr Faulkner suggested that a battery optimiser be purchased for the mower at a cost of approx. £35. Proposed by Cllr Kenworthy, seconded by Cllr Read that Woodhouse Ltd be authorised to purchase one.
- Cllr Faulkner reported that a rota for the weekly checks on the defib at Hycemoor was required and that an awareness talk was being planned for early June
- A letter had been received from Zurich Insurance offering a competitive quote for the Council's insurance. The Clerk was instructed to contact

20/17 Next Meeting

The next meeting to be held at the **Community Room, Bootle Fire Station** on 11 June 2018 at 7.30pm

14/5/18

There being no other business the Meeting closed at 9.35pm

DRAFT