

HOLME ABBEY PARISH COUNCIL (HAPC)

Minutes of the Parish Council meeting held on Tuesday 17 September 2024 at 7.00pm in Abbeytown Community Sports Pavilion

Councillors present: Mrs A McIntyre (Chairwoman), Mrs M Hocking, Mrs Z Horsley (Vice Chairwoman), Mr H Newhouse & Mrs W Newhouse

In attendance: Cumberland Councillor Mr A Markley (7.00 to 7.20pm), J Cornah Wade (Clerk) & 1 member of the public

Apologies: Mrs A Beverley & Mrs F McIntyre

75/24 To receive and accept apologies for absence

The Council received apologies and accepted reasons for absence from Councillors Beverley and F McIntyre

76/24 Requests for Dispensations, Declarations of interest, Gifts and Hospitality

Nothing was declared

77/24 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

The Council **RESOLVED** to agree to exclude the Public and Press from the meeting for items 94/24 and 95/24 by reason of the confidential nature of the business to be transacted

78/24 Councillor Co-option – to consider the vacancy and any applications for co-option resulting from the uncontested election

The position had been advertised. The Council had received one application from Robert Bowness. Following consideration, Councillor A McIntyre proposed, Councillor Horsley seconded the proposal, and the Council **RESOLVED** to agree to co-opt Robert Bowness to the Council.

Robert Bowness completed his Declaration of Acceptance of Office form and joined the Councillors.

79/24 Public Participation

One member of the public was in attendance and raised the following before leaving prior to consideration of items 94/24 and 95/24:

- To offer to recommence Craft & Chat and it was agreed that Cllr A McIntyre pass on a spare key to the Sports Pavilion to enable this to progress
- Overgrown trees in Abbots Close have still not been attended to by Home Group. Cllr A McIntyre had previously requested that they be attended to and agreed to follow this up.

80/24 External Representation

The Cumberland Councillor reported that the next Full Council meeting is due to take place week commencing 23 September 2024 after which he will be able to provide more information relevant to the community.

81/24 Minutes – to confirm the Minutes of the meeting held on 29 August 2024 previously circulated

The Council **RESOLVED** that the Minutes from the meeting on 29 August 2024 be accepted as a true record and were signed by the Chairwoman

82/24 Finance

a. Bank Reconciliation

i. The Council **RESOLVED** to receive and note the monthly reconciliation (August) and bank balances to 31 August and 3 September 2024:

	31.08.24	03.09.24
Unity Current Account	£974.52	£655.27
Unity Deposit Account	£25,400.57	/
Total	<u>£26,482.59</u>	/

ii. **Bank Statements** - to acknowledge scrutiny and acceptance of the previously circulated bank statements

The bank statements were reviewed and accepted

b. Invoices for Payment - to consider and approve invoices for payment itemised on the Payment Schedule

The Council **RESOLVED** to authorise the following payments totalling £592.40 (not £586.46 as per the agenda::

Voucher	Code	Description	Supplier	Net	VAT	
62	Utilities	Electricity	EON Next	128.96	6.45	135.41
63	Staff Costs	Clerk Salary	HAPC	237.99	0.00	237.99
63	Staff Expenses	Clerk wfh	HAPC	26.00	0.00	26.00
64	Open Spaces	Health & Safety	Viking Raja	24.49 30.44	5.10 6.09	30.59 36.53
65	Administration	Bank fee	Unity Trust	14.87	0.00	14.87
66	Administration	Accounting software	Scribe	12.00	2.40	14.40
67	Administration	Playpark	ROSPA	106.00	21.20	127.20

c. Unity Deposit Account

The Council noted the forthcoming change in interest from 5 November 2024:

Gross Rate	Annual Equivalent Rate	
Existing rate	2.75	2.77%
New rate	2.60	2.62%

d. Budget 2024 & Net Position of HAPC

The Council **RESOLVED** to defer consideration of the 2024 Budget and Net Position until the next meeting

83/24 Planning

- a. **Planning Applications** - to consider all recent applications received from Cumberland Council detailed below and any other planning applications submitted and published on the CC planning portal between the circulation of the agenda and the meeting
 - i. **Application Number: HOU/2024/0133**
Proposal: Erection of a single storey extension
Location: Horn House Farm, Abbeytown, Wigton, CA7 4ST
The Council considered the application and **RESOLVED** that there were no comments or objections to the proposal

- b. **To note notices of decision**
 - i. **Application Number: FUL/2023/0259**
Proposal: Erection of slurry lagoon
Location: Land South The Gale, High Laws, Silloth, Wigton, CA7 4LY
Permission for development granted by Cumberland Council (4 September)

- c. **Cumberland Council Planning Policy update 23.08.24 (Cumberland Local Plan & St Cuthbert's Local Plan** - the Council noted the previously circulated update

- d. **Reference: DPS:ND:576/029: Deed of Variation re land adjacent to the Wheatsheaf, Abbeytown** – the Council **RESOLVED** to authorise the Charwoman to sign the previously circulated revised deed

84/24 Memorial Garden – the Council noted that invoice from S&S Groundworks had since been received by the Clerk

85/24 Playpark – the Council considered the previously circulated annual inspection report by the Royal Society for the Prevention of Accidents report dated 6 September 2024.

The Council **RESOLVED** the following actions:

- i. to authorise the Clerk to purchase advised signage indicating no dogs allowed and ownership of the play equipment and instruct Kompan UK Ltd to conduct minor repairs and servicing
- ii. to authorise Councillor A McIntyre to request that the play equipment and bin be cleaned
- iii. to defer consideration of remedial measures to the gates until the next meeting

86/24 RAISE (Cumbria Community Forest)

- a. The Council considered the previously circulated RAISE Site Visit report dated 24 June 2024 and **RESOLVED** the following actions:
 - i. Councillor Horsley, as the Council representative on the Holme Cultram Sea Dyke Charity, to discuss the issue of Ash Dieback (Chalara) affecting trees growing in the allotment adjacent to the football pitch at the next meeting.
 - ii. Councillor A McIntyre to request Cumberland Councillor Markley for assistance in identifying ownership of the metal railings.

- iii. Councillor A McIntyre to contact the owner of the Avery to confirm that they wish to be included in the project.
- iv. Councillor F McIntyre to contact Holm Cultram Abbey C Of E Primary School to ascertain if they wish to be included in the project.
- v. The Clerk to submit an updated request to RAISE to enable the project to progress.

b. Potential footpath

The Council **RESOLVED** that Councillor Horsley update on discussions with the landowner for permission to include this within the RAISE project at the next meeting.

c. Bus Shelter (Wigton to Abbeytown)

The Council noted that installation of an accessible path was not viable due to the presence of underground gas and electric utilities.

87/24 Community Sports Pavilion Insurance Valuation

The Council **RESOLVED** that the Clerk update the insurance policy to reflect the increased valuation and any change to the annual premium will be reported at the next meeting

88/24 Allotment

- a. The Council **RESOLVED** to receive an update from Councillor Beverley on the possible presence of asbestos in the vandalised brick structure at the next meeting.
- b. The list of tenancy holders was updated and the Clerk to forward this to the Council. The Council **RESOLVED** to consider options to improve the allotment at the next meeting.

89/24 Bonfire Night 2024-2025

- a. Councillor Horsley reported that the field used for the event in 2023 (not 2024 as per the agenda) has since been levelled and reseeded.
- b. The possibility of an event in 2024 (not 2025 as per the agenda) was considered. The Council **RESOLVED** that given that costings for Bonfire Night in 2024 had not been included in the 2024 budget that an event would not be held this year.

90/24 Events & Communications Working Group

The Council **RESOLVED** to reinstate the working group based on adherence to the previously circulated Terms of Reference (TOR). Councillors Beverley, Hocking, Horsley and W Newhouse to comprise the Council representatives with four members of the community. The Clerk to agenda the updated TOR for approval at the next meeting.

91/24 Schedule of Correspondence, Notices and Publications - to note correspondence received not otherwise on the agenda where decisions are not required

The Council **RESOLVED** to note the correspondence

92/24 Councillor Matters

- i. Councillor W Newhouse to invite a Police Community Support Officer to attend the next meeting
- ii. The next community litter pick planned by the Eco Church is 2 November from 2.00pm onwards
- iii. Councillor Horsley to arrange for the new noticeboard to be installed at Harrison’s Store and a photograph to enable the Clerk to submit an article to Solway Buzz thanking Ian Johnson for his craftsmanship
- iv. Councillor McIntyre to forward to Councillors H and W Newhouse the USB for the speed camera to access the data

93/24 Date of next meeting - Tuesday 15 October 2024 at 7.00pm in the Community Sports Pavilion

94/24 Clerk’s Annual Appraisal

The Council **RESOLVED** that Councillors A McIntyre, Horsley and W Newhouse would conduct the annual review

95/24 Clerk Training

The Council **RESOLVED** to fund 50% (£100.00) of preparatory training in the Certificate in Local Council Administration provided by Cumbria Association of Local Councils

Agenda items to be submitted to the Clerk by Friday 4 October 2024

Meeting closed 8.30pm

Signed:
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Date: 15.10.24