

STANTON PARISH COUNCIL

Unconfirmed Minutes of the Parish Council meeting held on Monday 20th May 2024

at 7.00pm in Stainton Institute

Present: Chair Julie Knowles; Vice Chair John Stott; Cllrs. Geoff Wilson and Hilary Waterhouse; Westmorland & Furness Cllr. Jonathan Brook; the Clerk and two members of the public

36.24 APOLOGIES: Westmorland & Furness Cllr. Doug Rathbone

Cllr. Stott (Vice-Chair) chaired the meeting until the Chair was elected

37.24 ELECTION OF CHAIR 2024/25: Cllr. Stott proposed and Cllr. Wilson seconded Cllr. Knowles to be the Chair for 2024/25. There were no other nominations and the proposal was carried unanimously. A Declaration of Acceptance of Office form for 2024/25 was signed by Cllr. Knowles and witnessed by the Clerk. Cllr. Knowles stated that she was only able to carry on as Chair with the continued support of her husband, the Clerk and the other councillors

38.24 ELECTION OF VICE-CHAIR 2024/25 Cllr. Knowles proposed and Cllr. Wilson seconded Cllr. Stott to be the Vice-Chair for 2024/25. There were no other nominations and the proposal was carried unanimously. A Declaration of Acceptance of Office form for 2024/25 was signed by Cllr. Stott and witnessed by the Clerk:

39.24 ELECTED (NOMINATED) COUNCILLORS: Cllrs. Wilson and Waterhouse signed Declaration of Acceptance of Office forms, which were witnessed by the Clerk

40.24 MINUTES: **Resolved** that the minutes of the meeting held on 25th March 2024 be confirmed as a true record and be signed by the Chair

41.24 APPOINTMENT OF COUNCILLOR TO FILL CASUAL VACANCY

It was proposed by Cllr. Knowles, seconded by Cllr. Waterhouse and carried unanimously that Ryan Whipp be co-opted as a Councillor. Cllr. Whipp signed a Declaration of Acceptance of Office form, which was witnessed by the Clerk

42.24 REQUESTS FOR DISPENSATION: None

43.24 DECLARATIONS OF INTEREST: None

44.24 PUBLIC PARTICIPATION: The Chair had written to Sheila Nelson to say how beautiful the roadside daffodils were this year and to thank her and Thomas Mason. She had replied with an intention to plant more later in the year and Cllr. Brook said that he would check W&FC regulations

45.24 REPORTS:

a) Cumbria Police: There was no report other than the newsletters in Correspondence

b) Westmorland and Furness Councillors: Cllr. Brook reported on progress regarding 20mph requests and mentioned the Towpath Trail survey, which is in Correspondence

46.24 HIGHWAYS & FOOTPATHS:

a) It was noted that there were new potholes to be reported on HIAMS

b) The Clerk reported that he had not yet heard from Highways Dept regarding the Packhorse Bridge

c) The Clerk reported that concrete bags had been placed to stop undermining at the ford and at the beckside walls but that he had not heard from W&FC regarding the work to be done

d) The Clerk reported that discussions were ongoing regarding the procedure to request a reduction in the village speed limits from 60mph to 30mph

e) The question as to whether a replacement gate at Stainton Cross Cottages was the responsibility of the Parish Council was discussed and it was agreed that Cllr. Stott would inspect and report back to the next meeting

47.24 TREES & WOODS: It was repeated that work would need to be done on some small trees in Underhelm Wood with ash die back

48.24 LITTER PICK: It was noted that there was less litter to pick this year at the litter pick which took place on Saturday 6th April 2024 and that there appeared to be fewer volunteers

49.24 PLANNING:

a) It was noted that the following planning application had been **submitted** to W&FC and circulated to the members of the Council since the last meeting:

2024/0729/FPA Waybend Cottage, Stainton

Two storey side extension to form entrance porch, sun room and en-suite bathroom

b) It was noted that the following planning application had been **approved** by W&FC since the last meeting:

2024/0455/FPA 1, Shyreakes Lane, Crosscrake

Demolition of existing rear conservatory/concrete outhouse, erection of a single storey rear kitchen extension & a timber open post frame storm porch

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50.24 FINANCE:

a) The following receipts between meetings were noted:

HMRC - VAT refund to 31 st March 2024	£ 65.61
Westmorland & Furness Council – CIL	£1,153.37
Westmorland & Furness Council – Parish precept 2024-25	£5,945.19
Westmorland & Furness Council – Parish grant 2024-25	£64.81

b) The following payments were approved:

M R Richardson – Clerk’s April and May salary £733.50 less PAYE £146.60	
plus expenses £108.20 (broadband/telephone/use of home as office/photocopies/postage/ computer service contract) and motor expenses £37.80 (84 miles @ 45p)	£732.90
HMRC – PAYE re M R Richardson	£146.60
CALC – Annual subscription	£174.37
Jean Airey – internal audit	£93.00
Zurich Municipal – Annual insurance to 31 st May 2025	£372.53
Stainton Institute – hire of hall	£20.00

- c) The sums insured under the insurance policy were reviewed and approved
- d) The Vice-Chair agreed to speak to the Church about the possible position of a replacement for the damaged noticeboard and the Chair agreed to obtain prices
- e) The Receipts and Payments Account for the year ended 31st March 2024 was received and approved
- f) The annual internal audit report for the year ended 31st March 2024 was received and noted
- g) The Certificate of Exemption from a limited assurance review for 2023/24 was completed and signed
- h) The Annual Governance Statement 2023/24 (Section 1 of the Annual Return) was approved and signed
- i) The Accounting Statements 2023/24 (Section 2 of the Annual Return) were approved and signed
- j) The dates of the period for the exercise of public rights were confirmed as 3rd June to 12th July 2024
- k) The Risk Management schedule 2024/25 was reviewed, approved and signed
- l) The Clerk reported that the reconciled bank balance at 30th April 2024 was £14,274.14. The Chair was authorised to counter-sign the bank statement

51.24 POLICIES AND PROCEDURES The existing Standing Orders, Financial Regulations, Complaints Procedure, Press / Media Policy, Code of Conduct and the procedure for handling requests under the Freedom of Information Act 2000 were noted and confirmed. A revised version of the Financial Regulations had been issued by NALC and the Clerk said that he would look at those and report back to the next meeting

52.24 APPOINTMENT OF REPRESENTATIVES:

Cllr. Whipp was appointed as the representative to the District Association

53.24 CONSULTATION & FUNDING REQUESTS: None

54.24 MATTERS ARISING FROM PREVIOUS MEETINGS:

a) **Towpath / Canal update:** Cllr, Wilson reported that Lancaster Canal Regeneration Partnership were seeking three quotes for the work to be done

55.24 CORRESPONDENCE:

The following correspondence received and not included as an item on this agenda was noted:

- i. W&FC – Temporary road closure – U5661 Halfpenny from 22/4/24 (emailed to Cllrs.8/4/24)
- ii. CALC News January & February 2024 (emailed to Cllrs.23/4/24)
- iii. Cumbria Police – Rural Crime newsletter March 2024 (emailed to Cllrs.23/4/24)
- iv. CALC - Have your say on nature in Cumbria (emailed to Cllrs.23/4/24)
- v. Cumbria Police – Neighbourhood Policing Team update March 2024 (emailed to Cllrs.23/4/24)
- vi. Cumbria Police – Neighbourhood Policing Team update April 2024 (emailed to Cllrs.15/5/24)
- vii. CALC – Help shape W&FC’s new Customer Charter / Promise (emailed to Cllrs.15/5/24)
- viii. CALC – Cumbria Local Nature Partnership update (emailed to Cllrs.15/5/24)
- ix. Kate Rodenhurst – Towpath Trail survey – request for support (emailed to Cllrs.20/5/24)
- x. CALC – Volunteers’ Week (3rd to 9th June) events (emailed to Cllrs.20/5/24)
- xi. CALC – W&FC 0-19 Healthy Child Programme Public Consultation (emailed to Cllrs.20/5/24)
- xii. CALC – Cumbria Local Nature Recovery Strategy Spring-Summer newsletter (emailed to Cllrs.20/5/24)

56.24 COUNCILLORS’ ISSUES TO BE RAISED AT NEXT MEETING (No discussions must take place on these matters but will be placed on the next Agenda): None

57.24 TO NOTE ANY ITEMS FOR INFORMATION (No discussions or action permitted): None

58.24 DATE OF NEXT MEETING: The next meeting of the Parish Council will be held on Monday 22nd July 2024 in Stainton Institute at 7.00 pm

The meeting closed at 8.20 pm.

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