

**PRESENT**

Councillor S. Bowles (Chairman) (in the Chair)  
Councillor C. Raine  
Councillor A. Shaw  
Councillor S. Dalton

Councillor A. Radcliffe  
Councillor R. Hinton  
Councillor C. Marsh

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillor S. Bowman, Carlisle City Council

**1/17 ELECTION OF CHAIRMAN**

Councillor C. Raine, seconded by Councillor A. Radcliffe, moved that Councillor S. Bowles be elected to the office of Chairman of the Council.

There were no other nominations for Chairman.

**RESOLVED**, unanimously, that Councillor Bowles be duly elected as Chairman for the next year.

**2/17 DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN**

**RESOLVED** to note that Councillor Bowles, in the presence of the Council, signed the Declaration of Acceptance of Office of Chairman of the Council.

**3/17 ELECTION OF VICE CHAIRMAN**

Councillor C. Raine, seconded by Councillor C. Marsh, moved that Councillor A. Shaw be elected to the office of Vice-Chairman of the Council.

There were no other nominations for Vice-Chairman.

**RESOLVED**, unanimously, that Councillor Shaw be duly elected as Vice-Chairman for the next year.

**4/17 APOLOGIES FOR ABSENCE**

**RESOLVED** to note that apologies were received from:-

Councillor A. Murray (ill)

**5/17 REQUESTS FOR DISPENSATION**

**RESOLVED** to note no requests for dispensation were received.

**6/17 DECLARATIONS OF INTEREST**

**RESOLVED** to note that there were no declarations of interest.

**7/17 MINUTES**

7/17.1 Minute of the Meeting held on 15th March 2017 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 15th March 2017, confirmed as a true and accurate record.

**8/17 PUBLIC PARTICIPATION**

**RESOLVED** to note there were no members of the public present.

**9/17 REPRESENTATIVES' REPORTS**

**RESOLVED** to note there were no representatives' reports.

## 10/17 TOWN AND COUNTRY PLANNING APPLICATIONS

Applications for planning consent were considered.

**RESOLVED** to advise the appropriate Planning Authority of the Council's comments as follows:-

**10/17.1 5 FARLAM HALL COTTAGES, HALLBANKGATE (17/0360)** – Erection of detached garage/store and 1 metre high stone boundary wall.

No observations.

## 11/17 FINANCIAL MATTERS -

### 11/17.1 BANK RECONCILIATION to 14.04.17

There was submitted a report by the Clerk on the reconciliation of the Council's financial records with its bank account statements.

**RESOLVED** to receive and note the bank reconciliation and balance of the HSBC Account to 14<sup>th</sup> April 2017 of £3,262.14.

### 11/17.2 EXPENDITURE TO APPROVE

**RESOLVED** to authorise the following expenditure for payment:-

- £330.52 A. Riddell – net wage to 31.05.17
- £180.54 CALC – annual subscription 2017/18
- £183.58 P Bell Services – grass cutting

### 11/17.3 INSURANCE

There was submitted, by Zurich, the Parish Council's current insurers, an invitation for the Parish Council to renew its insurance cover with the company for the period 1st June 2017 to 31st May 2018 along with cover for the village hall to be included.

**RESOLVED** to renew the existing cover at a cost of £1,392.41 which includes the village hall. The Hall insurance costs (£887.00) would be reimbursed from village hall funds.

### 11/17.4 GOVERNANCE AND ACCOUNTABILITY FOR LOCAL COUNCILS IN ENGLAND 2017

Consideration was given to the revised sections 1-5 of the Practitioners Guide 2017 from NALC.

**RESOLVED** to adopt sections 1-5 of the Practitioners Guide 2017 which includes sections on the transparency code for smaller authorities.

### 11/17.5 ACCOUNTS – Accounts for the year ended 31<sup>st</sup> March 2017

There were submitted Section 1 and 2 of the Annual Return, Receipts and Payments Accounts, Balance Sheet and Supporting Notes for the year ended 31st March, 2017.

**11/17.5.1 RESOLVED** to approve sections 1 and 2 of the Annual Return, the Accounts, Balance Sheet and Supporting Notes as reflecting the Parish Council's financial position at 31st March 2017 and authorise the Chairman to sign the annual return for 31<sup>st</sup> March 2017;

**11/17.5.2 RESOLVED** to acknowledge the members' responsibility for the preparation of the Accounts; and

**11/17.5.3 RESOLVED** to confirm that to the best of the members' knowledge and belief,

**11/17.5.3.1** the Accounts for the year to 31st March 2017 had been prepared in accordance with the requirements of the Accounts and Audit Regulations and proper accounting practice;

**11/17.5.3.2** the Council had maintained adequate systems of internal control;

- 11/17.5.3.3 the Council had taken all reasonable steps to assure compliance with legislation;
- 11/17.5.3.4 the Council had provided proper opportunity for the exercise of electors' rights;
- 11/17.5.3.5 the Council had met the requirements of the Audit Commission as to risk assessment, adequacy and effectiveness of systems of internal audit and action on previous Audit recommendations; and
- 11/17.5.3.6 the Council had considered provision for litigation, liabilities, etc.

## 12/17 HALLBANKGATE HUB

Councillor Bowles gave an update on Hallbankgate Hub including the following points:-

- Renovation work is almost complete, although it has taken longer than hoped
- Café is now functioning although the electrics and flooring will be fully complete in a few days
- Finance has been a struggle – once the last lot of grant money has been drawn down it will then be up to the community to use this fantastic resource to keep it running
- Money in reserves is not vast and the Hub needs to balance its books pretty quickly
- Volunteers are still required. The Hub would like to employ more staff but can't afford it at the moment
- The recycling facility will return in due course

Members raised concerns at the lack of promotion of the Hub outside the local area and the lack of information on opening hours at the Hub itself.

**RESOLVED** to note the update.

## 13/17 VILLAGE HALL/CARETAKER

Councillor Bowles reported that he had checked various documents on the position of the village hall caretaker and any tax implications that the job might entail. From an HMR&C document regarding living accommodation, in the case of the village hall caretakers position it was exempt from tax.

**13/17.1 RESOLVED** to note the report.

**13/17.2 RESOLVED** to note that the conveyance for the village hall had not been found. The matter of responsibility for repairs and maintenance to the hall would be deferred to the next agenda.

## 14/17 HALTON LEA GATE MINING – LIAISON COMMITTEE

Councillor Raine gave an update on the liaison committee for Halton Lea Gate mining including the following points:-

- A new chairman for the committee will be appointed in due course
- Councillor Hutchinson will remain as the local liaison member
- A meeting will be held at the end of June to draft a constitution and grant application forms for the committee
- The committee is keen to have representatives from outside Halton Lea Gate
- Approximately £75,000.00 will be put into a community fund for grant distribution

**RESOLVED** to note the update and that if anyone was interested in being on the liaison committee then they should inform Councillor Raine directly.

## 15/17 PLAY AREA

Councillor Hinton reported that an order had been placed for immediate repairs from Playdale although no installation date had yet been arranged. An application for funding to help with repair costs had been submitted to the CN Group for consideration. Litter in the area is an ongoing problem.

**RESOLVED** to note the report.

**16/17 CALC**

The following correspondence from CALC was received and noted:-

**16/17.1 CALC CIRCULARS** – April and May 2017

**16/17.2 HIMS LAUNCH COMMUNICATION** – Email from S. Bagshaw.

**16/17.3 GENERAL ELECTION GUIDANCE** – Email from S. Bagshaw.

**16/17.4 TRAINING DATES** – Email from S. Hutchinson.

**16/17.5 CHIEF EXECUTIVE'S BULLETIN** – Email from S. Bagshaw.

**17/17 CORRESPONDENCE RECEIVED**

**RESOLVED** to note the following correspondence had been received:-

**17/17.1 VEHICLE COMPLAINT** – Email from Eddie Collins, W&M Thompson (Quarries) Ltd.

**18/17 LITERATURE AVAILABLE FROM THE CLERK**

**NOTED** that the following literature is available from the Clerk for any interested Councillors:-

**18/17.1 NOTICE OF EXECUTIVE KEY DECISIONS** – 7<sup>th</sup> April 2017

**19/17 AGENDA ITEMS FOR NEXT MEETING**

- Hall conveyance document
- Halton Lea Gate liason committee
- Lamppost at Crossgates

Further items for consideration should be submitted to the Clerk by 5th July 2017.

**20/17 DATE OF NEXT MEETING** – Wednesday 12<sup>th</sup> July 2017, 7.30pm, Hallbankgate Village Hall.



12/7/17

**PRESENT**

Councillor S. Bowles (Chairman) (in the Chair)  
Councillor C. Marsh  
Councillor S. Dalton

Councillor A. Shaw  
Councillor R. Hinton

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillor S. Bowman, Carlisle City Council  
2 members of the public

**21/17 APOLOGIES FOR ABSENCE**

**RESOLVED** to note the following apologies for absence:-

Councillor Murray (ill)  
Councillor Raine (attending school event)

**22/17 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**23/17 DECLARATIONS OF INTEREST**

**RESOLVED** to note the following declarations of interest were made:-

Councillor Dalton declared an interest in item 27/17.1

**24/17 MINUTES**

**24/17.1** Minute of the Meeting held on 10th May 2017 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 10th May 2017, confirmed as a true and accurate record.

**25/17 PUBLIC PARTICIPATION**

**RESOLVED** to note that the two members of public in attendance declined to speak.

**26/17 REPRESENTATIVES' REPORTS**

**RESOLVED** to note there were no representatives' reports.

**27/17 TOWN AND COUNTRY PLANNING APPLICATIONS**

Applications for planning consent were considered.

**RESOLVED** to advise the appropriate Planning Authority of the Council's comments as follows:-

**27/17.1 HOME FARM, FARLAM (17/0361)** – Erection of 1 agricultural workers dwelling (outline)

OBSERVATIONS:-

- concern at access to the site
- outline application should be more detailed as to design and size etc of the log cabin
- a log cabin would not be in keeping with the area
- the committee needs to consider the history of applications at this site
- there are other dwellings in the area that could be used by a worker

**27/17.2 FARLAM HILL FARM, FARLAM (17/0513)** – Extension to existing livestock shed.

No observations.

CB  
13/9/17

**27/17.3 LAND ADJACENT TO THE BAILEY, FARLAM HOUSE BARN, FARLAM (17/0558)** – Erection of 1 dwelling (reserved matters application pursuant to outline approval 16/0432).

Comment – members feel that the proposed cladding is not in keeping with the surroundings.

## **28/17 FINANCIAL MATTERS**

### **28/17.1 BANK RECONCILIATION to 14.06.17**

There was submitted a report by the Clerk on the reconciliation of the Council's financial records with its bank account statements.

**RESOLVED** to receive and note the bank reconciliation and balance of the HSBC Account to 14<sup>th</sup> June 2017 of £5,927.09.

### **28/17.2 EXPENDITURE TO APPROVE**

**RESOLVED** to authorise the following expenditure for payment:-

- £330.32 A. Riddell – net wage to 31.07.17
- £82.40 HMR&C – PAYE
- £35.00 A. Shaw – plants/compost
- £367.14 P. Bell – grass cutting
- £12.00 R. Hinton – timber for play area
- £695.12 Playdale – play area repairs
- £39.99 R. Hinton – web hosting

## **29/17 DEFIBRILLATOR**

The following update on defibrillators being located in phone boxes was circulated by Councillor Bainbridge, Carlisle City Council:-

As a general comment, we are just beginning the process of contacting parish councils and other adopting bodies around the country to progress adoption requests arising from the recent consultations. Due to the volume we have to work through nationally, this is likely to take some time (probably a matter of months), but nothing will happen to the kiosks concerned in the meantime.

Best regards  
Rick Thompson

**RESOLVED** to note the update.

## **30/17 HALLBANKGATE HUB**

Councillor Bowes gave an update on Hallbankgate Hub highlighting the following points:-

- Café is doing well and although shop sales are holding their own, an increase in sales would be better
- Community hub area will be open soon, the floor is almost finished. Once this area is open, the library service will be able to develop a link here.
- 16<sup>th</sup> September 2017 has been set as the official opening date of the project.
- There has been an issue with scrap metal being left in the recycling bins at the rear of the Hub.

**RESOLVED** to note the update.

## **31/17 VILLAGE HALL CONVEYANCE DEEDS**

Councillor Hinton reported that he had not been able to find the village hall conveyance deeds in the office, only some correspondence relating to the deeds. Cartmell Shepherd Solicitors hold copies of the deeds but may not have the 1984 variation.

**RESOLVED** that Councillor Hinton should ask Cartmell Shepherd Solicitors for a copy of the deeds for the next meeting.

**32/17 HALTONLEAGATE MINING LIAISON COMMITTEE**

**RESOLVED** to note that the matter was deferred to the next meeting as Councillor Raine was not in attendance.

**33/17 LAMP COLUMN AT CROSSGATES**

No further information regarding replacement of the lamp column at Crossgates had been received since the last email from Keith Poole dated 21<sup>st</sup> March 2017.

**RESOLVED** that the Clerk would contact Keith Poole and ask for an update.

**34/17 CALC**

The following correspondence from CALC was received and noted:-

**34/17.1 CALC CIRCULARS** – June and July/August 2017

**34/17.2 RURAL SURVEY** - Email from S. Bagshaw.

**34/17.3 NALC UPDATE ON DATA PROTECTION** – Email from S. Bagshaw.

**35/17 CORRESPONDENCE RECEIVED BY THE CLERK**

**NOTED** that the following correspondence had been received:-

**35/17.1 QUARRY WAGONS** – Email from Kerryn Price.

**RESOLVED** to note the concerns raised by members on quarry wagons driving at speed within the parish. If anyone notices a wagon being driven dangerously or at speed, please take the registration number and report it to Councillor Shaw.

**36/17 LITERATURE AVAILABLE IN OFFICE**

**NOTED** that the following literature is available from the office for any interested Councillors:-

**36/17.1 NOTICE OF EXECUTIVE KEY DECISIONS** – 30<sup>th</sup> June 2017

**36/17.2 CLERKS AND COUNCILS DIRECT** – July 2017

**37/18 AGENDA ITEMS FOR NEXT MEETING**

- Wooden barrels

**3/17 DATE OF NEXT MEETING** – Wednesday 13th September 2017, 7.30pm, Hallbankgate Village Hall.

  
13/9/17

**PRESENT**

Councillor S. Bowles (Chairman) (in the Chair)  
Councillor S. Dalton  
Councillor A. Shaw

Councillor C. Marsh  
Councillor R. Hinton

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillor S. Bowman, Carlisle City Council

**39/17 APOLOGIES FOR ABSENCE**

**RESOLVED** to note that apologies for absence were received from:-

Councillor A. Murray (hols) and C. Raine (work)

**40/17 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**41/17 DECLARATIONS OF INTEREST**

**RESOLVED** to note that there were no declarations of interest.

**42/17 MINUTES**

**42/17.1** Minute of the Meeting held on 12th July 2017 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 12th July 2017, confirmed as a true and accurate record.

**43/17 LOCAL GOVERNMENT ACT 1972 – RESIGNATION**

It was reported that Mrs. A. Radcliffe had resigned from membership of the Parish Council. The statutory advertisement was given to Councillor Shaw to be displayed on local noticeboards and the City Council's Monitoring Officer would be informed by the Clerk.

Councillor Bowles expressed concern at the low number of members and that sometimes it was difficult to be quorate.

**RESOLVED** to note the resignation and that members would give some thought as to how to attract new members.

**44/17 PUBLIC PARTICIPATION**

**RESOLVED** to note that there were no members of the public present.

**45/17 REPRESENTATIVES' REPORTS**

**RESOLVED** to note that there were no representative's reports.

**46/17 TOWN AND COUNTRY PLANNING APPLICATIONS**

Applications for planning consent were considered.

**RESOLVED** to advise the appropriate Planning Authority of the Council's comment as follows:-

**46/17.1 LAND ADJACENT BRAEMAR, HALLBANKGATE (17/0762)** – Erection of 1 bungalow.

No observations.

  
8/11/17



## 47/17 FINANCIAL MATTERS

### 47/17.1 BANK RECONCILIATION to 14.08.17

There was submitted a report by the Clerk on the reconciliation of the Council's financial records with its bank account statements.

**RESOLVED** to receive and note the bank reconciliation and balance of the HSBC Account to 14<sup>th</sup> August 2017 of £4,893.56.

### 47/17.2 EXPENDITURE TO APPROVE

**RESOLVED** to authorise the following expenditure for payment:-

- £330.32 A. Riddell – net wage to 30.09.17
- £165.20 HMR&C – PAYE
- £183.57 P Bell Services – grass cutting
- £50.00 Joanne Batey – Internal audit
- £120.00 BDO Stoy Hayward – External audit
- £35.00 CALC – member training

### 47/17.3 INTERNAL AUDIT REPORT

The internal Auditor's report for the Accounts for the year ending March 2017 was submitted

**RESOLVED** to note the report and that no issues had been raised.

### 47/17.4 EXTERNAL AUDITOR'S CERTIFICATE & OPINION

The external Auditor's certificate and opinion for the Accounts for the year ending March 2017 was submitted.

**RESOLVED** to note the certificate and opinion and that no issues were raised.

## 48/17 HALLBANKGATE HUB

**RESOLVED** to note an update on Hallbankgate Hub from Councillor Bowles which included the following points:-

- Official opening on Saturday 16<sup>th</sup> September 2017
- Not quite achieved break-even point yet
- Lots of positive comments and remarks have been received

## 49/17 PLAY AREA

Councillor Hinton reported that since the resignation of Mrs. Radcliffe, the weekly play inspections were being carried out by Councillor Hinton himself. There has been some vandalism at the site and notices would be erected regarding this and the cost to the Parish Council for repairs. The play area had been missed by the grass cutting contractor.

**RESOLVED** to note the report.

## 50/17 MAINTENANCE OF TREES

Councillor Hinton queried the ongoing maintenance of trees planted throughout the parish for the millennium. Responsibility for the trees had been accepted by the Parish Council and some were now encroaching on the road.

**RESOLVED** to note the matter and that the Clerk would pass on Mike Lowther's details to Councillor Hinton for a site visit to be carried out. Councillor Hinton would report back at the next meeting.

CB 8/11/17

**51/17 WOODEN BARRELS**

Councillor Shaw reported that the wooden barrels used for flower displays within the parish needed to be replaced. The cost for the renewal of each barrel would be approximately £50.00

**RESOLVED** to note the report and that Councillor Shaw would pass on cost details to Councillor Bowman who would help finance replacement barrels in the sum of £150.00. The remaining cost would be taken from the Parish Council's plants/tubs budget.

**52/17 VILLAGE HALL DEEDS**

Councillor Hinton reported that he cannot find the variation document regarding the village hall deeds and confirmation of any parish council responsibility for the hall.

**RESOLVED** that Councillor Bowles would look for the variation document for the next meeting.

**53/17 CALC**

The following correspondence from CALC was received and noted:-

**53/17.1 CALC CIRCULAR** – September 2017

**53/17.2 CALC AGM 2017** – Email from S. Bagshaw.

**53/17.3 GENERAL DATA PROTECTION REGULATIONS** – Email from S. Bagshaw.

**53/17.4 UPDATED OWNERLESS COMMON LAND** – Email from S. Bagshaw.

**53/17.5 TRAINING FOR CLERKS AND COUNCILLORS** – Email from S. Bagshaw.

**54/17 CORRESPONDENCE RECEIVED BY THE CLERK**

**RESOLVED** to note that the following correspondence had been received:-

**54/17.1 CUMBRIA MINERALS AND WASTE LOCAL PLAN – INSPECTORS REPORT** – Email from Sue Brett, Cumbria County Council.

**54/17.2 CUMBRIA DESIGN GUIDE CONSULTATION** – Email from Graeme Innes, Cumbria County Council.

**55/17 LITERATURE AVAILABLE IN OFFICE**

**NOTED** that the following literature is available from the office for any interested Councillors:-

**55/17.1 NOTICE OF EXECUTIVE KEY DECISIONS** – 8th September 2017


**55/17.2 CLERK AND COUNCILS DIRECT** – September 2017

**56/17 AGENDA ITEMS FOR NEXT MEETING**

- Precept 2018/19 – Clerk (if required to be submitted by 30<sup>th</sup> November 2017)
- Christmas tree
- Village hall deeds

Further items to be submitted to the Clerk by 1st November 2017.

**57/17 DATE OF NEXT MEETING** – Wednesday 8th November 2017, 7.30pm, Hallbankgate Village Hall.

  
8/11/17

**PRESENT**

Councillor S. Bowles (Chairman) (in the Chair)  
Councillor A. Murray

Councillor S. Dalton  
Councillor R. Hinton

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillor S. Bowman, Carlisle City Council

**58/17 APOLOGIES FOR ABSENCE**

**RESOLVED** to note that apologies were received from:-

Councillors Marsh, Raine (work) and Shaw (personal)

**59/17 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**60/17 DECLARATIONS OF INTEREST**

**RESOLVED** to note that no declarations of interest were made.

**61/17 MINUTES**

**61/17.1** Minute of the Meeting held on 13th September 2017 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 13th September 2017, confirmed as a true and accurate record.

**62/17 PUBLIC PARTICIPATION**

**RESOLVED** to note that no members of the public were present.

**63/17 REPRESENTATIVES' REPORTS**

**63/17.1 BRAMPTON AND BEYOND AGM**

Councillor Bowles submitted a report from the recent AGM meeting of Brampton and Beyond. The full annual report from Brampton and Beyond in hard copy or electronic format was also available from Councilor Bowles.

**RESOLVED** to note the report.

**64/17 TOWN AND COUNTRY PLANNING APPLICATIONS**

**RESOLVED** to note there were no applications to be considered.

**65/17 FINANCIAL MATTERS**

**65/17.1 BANK RECONCILIATION to 14.10.17**

There was submitted a report by the Clerk on the reconciliation of the Council's financial records with its bank account statements.

**RESOLVED** to receive and note the bank reconciliation and balance of the HSBC Account to 14<sup>th</sup> October 2017 of £3,788.67.

**65/17.2 EXPENDITURE TO APPROVE**

**RESOLVED** to authorise the following expenditure for payment:-

- £330.32 A. Riddell – net wage to 30.11.17
- £183.57 P. Bell Services – grass cutting

CS 12/1/18

**66/17 HALLBANKGATE HUB**

Councillor Bowles gave an update on Hallbankgate Hub highlighting the following:-

- Business was picking up but was still not profitable
- The official opening and Halloween event seemed popular
- Next year will show whether the Hub has a viable future

**RESOLVED** to note the update.

**67/17 VILLAGE HALL DEEDS**

**RESOLVED** to note that Councillor Bowles would have another look on the Charity Commission's website for details of the hall conveyance as there was nothing listed on the Land Registry.

**68/17 SPEEDING THROUGH HALLBANKGATE**

Following a complaint made to Councillor Bowles regarding speeding through Hallbankgate, particularly HGV's, consideration was given on how to resolve the problem.

**RESOLVED** that the Clerk would speak to the local police and ask if they could do anything.

**69/17 HALLBANKGATE PLAY AREA**

**69/17.1 HALLBANKGATE PLAY AREA**

Councillor Hinton reported that all repairs highlighted in the RoSPA report had been completed. The exterior of the boundary hedge had been cut but the interior needed tidying up. Councillor Hinton was willing to carry out the work himself if the Parish Council purchased a hedge trimmer. A local resident was also willing to tidy up the area.

The Clerk reported that anyone working adjacent to the highway should have public liability insurance and hold a safety ticket in the machinery being used.

**RESOLVED** to note the report and give further consideration to the hedge cutting in the future.

**69/17.2 HALLBANKGATE PLAY AREA**

A letter was submitted from P. Bell Services asking members to consider installing a gate in the play area fence line adjacent to Mr. Bell's field which would allow contractors to access the play area with larger mowing equipment.

**RESOLVED** to note the letter but not carry out the work suggested.

**70/17 GRASS CUTTING CONTRACT**

A review of the grass cutting contract was considered.

**RESOLVED** that grass within the play area should be picked up and that there should be an additional 4 cuts during the growing season.

**71/17 PRECEPT**

Consideration was given to any projects or further expenditure that may impact on the precept for 2018/19.

**RESOLVED** to note that extra grass cutting costs and hedge trimming would be included.

**72/17 CALC**

The following correspondence from CALC was received and noted:-

**72/17.1 CALC CIRCULARS** – October and November 2017 (to be circulated when received)

**72/17.2 CARLISLE LIAISON OFFICER ROLE** – Email from S. Hutchinson.

 10/1/18

**72/17.3 CUMBRIA LEP** – Email from S. Bagshaw.

**72/17.4 CONSTITUENCY BOUNDARIES IN THE NORTH WEST CONSULTATION-** Email from S. Bagshaw.

**73/17 CORRESPONDENCE RECEIVED BY THE CLERK**

**RESOLVED** to note that the following correspondence had been received:-

**73/17.1 2018 BOUNDARY REVIEW** – Email from Jason Gooding.

**73/17.2 NEIGHBOURHOOD PLANNING EVENT** – Email from Dani Hudson, ACT.

**73/17.3 CUMBRIA MINERALS AND WASTE LOCAL PLAN (2015-2030) ADOPTION** – Email from Paul Haggin.

**73/17.4 FELLFOOT FORWARD HLF LANDSCAPE PARTNERSHIP SCHEME** – Email from Chris Woodley-Stewart.

**74/17 LITERATURE AVAILABLE IN OFFICE**

**NOTED** that the following literature is available from the office for any interested Councillors:-

**74/17.1 NOTICE OF EXECUTIVE KEY DECISIONS** – 20th October 2017.

**74/17.2 CLERKS AND COUNCILS DIRECT** – November 2017

**75/17 AGENDA ITEMS FOR NEXT MEETING**

- Precept 2018/19 – Clerk
- Village Hall deeds – Councillor Bowles
- Additional cheque signatory

**RESOLVED** to note that any further items should be submitted to the Clerk by 3rd January 2018.

**76/17 DATE OF NEXT MEETING** – Wednesday 10th January 2018, 7.30pm, Hallbankgate Village Hall.

  
12/1/18

**MINUTE** of the Meeting of **FARLAM PARISH COUNCIL** held in **HALLBANKGATE VILLAGE HALL, HALLBANKGATE** on **WEDNESDAY, 10th JANUARY, 2018** at 7.30 p.m.

**PRESENT**

Councillor S. Bowles (Chairman) (in the Chair)  
Councillor A. Murray  
Councillor C. Raine

Councillor A. Shaw  
Councillor R. Hinton  
Councillor C. Marsh

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillor S. Bowman, Carlisle City Council  
1 member of the public

**77/17 APOLOGIES FOR ABSENCE**

**RESOLVED** to note that apologies were received from:-

Councillor Dalton (work)

**78/17 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**79/17 DECLARATIONS OF INTEREST**

**RESOLVED** to note that no declarations of interest were made.

**80/17 MINUTES**

**80/17.1** Minute of the Meeting held on 8th November 2017 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 8th November 2017, confirmed as a true and accurate record.

**81/17 PUBLIC PARTICIPATION**

**RESOLVED** to note that the member of the public in attendance was just observing the meeting.

**82/17 REPRESENTATIVES' REPORTS**

**RESOLVED** to note there were no representatives' reports.

**83/17 TOWN AND COUNTRY PLANNING APPLICATIONS**

**RESOLVED** to note there were no applications to be considered.

**84/17 FINANCIAL MATTERS**

**84/17.1 BANK RECONCILIATION to 14.12.17**

There was submitted a report by the Clerk on the reconciliation of the Council's financial records with its bank account statements.

**RESOLVED** to receive and note the bank reconciliation and balance of the HSBC Account to 14<sup>th</sup> December 2017 of £3,624.78.

**84/17.2 EXPENDITURE TO APPROVE**

**RESOLVED** to authorise the following expenditure for payment:-

- £330.32 A. Riddell – net wage to 31.01.18
- £82.60 HMR&C – PAYE
- £17.50 Brampton PC – SLCC contribution

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14/3/18

### 84/17.3 BUDGET 2018/19

A draft budget statement was submitted to the meeting in order that members could agree the precept for the financial year 2018/19.

Members were concerned at the low level of reserves being held, due to the quarry grant now being paid direct to Farlam Parish Trust and an increase in expenditure.

**RESOLVED**, after discussion, that the precept should be increased by 50% to £5,798.00. Proposed by Councillor Raine, seconded by Councillor Shaw, all agreed. The Clerk would inform the City Council. Grants for community groups for the next financial year would only be available through Farlam Parish Trust and not the Parish Council.

### 84/17.4 CHEQUE SIGNATORY

**RESOLVED** that Councillor Murray would be an additional cheque signatory on the Parish Council's HSBC bank account.

### 85/17 RISK ASSESSMENT

A report was submitted by the Clerk on the risk assessment produced for Farlam Parish Council for 2017/18.

**RESOLVED** to approve the risk assessment for 2017/18.

### 86/17 VILLAGE HALL DEEDS

**RESOLVED** to note that Councillor Bowles would have another look on the Charity Commission's website for details of the hall conveyance.

### 87/17 BUS SHELTER PLANTERS

Councillor Shaw reported on the poor state of the bus shelter planters and required maintenance and planting.

**RESOLVED** that Councillor Shaw would contact local nurseries for quotes for 4 half barrels planted with 20 plants in each and report back at the next meeting.

### 88/17 DEFIBRILLATOR

**RESOLVED** to note that there was nothing further to report regarding the adoption of the local call box in Hallbankgate for a defibrillator.

### 89/17 HEDGEROWS/TREES

Members considered the complaints received regarding the cutting of hedgerows which had impacted on the bushes planted as part of the millennium grant and the obstruction caused by trees at Moss Side and Plane Head Cottage.

**RESOLVED** to note that Councillor Bowles would speak to Mr. Bell regarding the hedge cutting, trees at Moss Side would be looked at again in the Spring and those at Plane Head Cottage would be reported to highways.

### 90/17 POLICE ISSUES

Consideration was given to any police issues that could be passed to PCSO Dawson.

**RESOLVED** that the Clerk would report that speeding was still an issue through Hallbankgate.

### 91/17 CALC

The following correspondence from CALC was received and noted:-

91/17.1 **CALC CIRCULARS** – December 2017/January 2018

91/17.2 **DEVELOPING YOUR SKILLS** – Email from S. Hutchinson.

91/17.3 **CALDBECK PETITION** – Email from S. Hutchinson.

**RESOLVED** not to sign the petition.

*JB*  
14/3/18

**91/17.4 GROW WILD COMMUNITY FUNDING**- Email from S. Bagshaw.

**91/17.5 COUNCIL TAX CONSULTATION** – Email from S. Bagshaw.

**91/17.6 GENERAL DATA PROTECTION REGULATIONS** – Email from S. Bagshaw.

**91/17.7 DEPARTMENT FOR TRANSPORT PUBLIC CONSULTATION** – Email from S. Bagshaw.

**92/17 CORRESPONDENCE RECEIVED BY THE CLERK**

**RESOLVED** to note that the following correspondence had been received:-

**92/17.1 FELLFOOT FORWARD ADVISORY GROUP** – Email from Chris Woodley -Stewart.

**92/17.2 CUMBRIA CHILDREN'S DYSLEXIC PROJECT** – Letter from Lucy Stanford.

**92/17.3 SUGAR SMART** – Email from Clare Almond.

**92/17.4 ROYAL BRITISH LEGION** – Email from Susan Smith.

**93/17 LITERATURE AVAILABLE IN OFFICE**

**NOTED** that the following literature is available from the office for any interested Councillors:-

**93/17.1 NOTICE OF EXECUTIVE KEY DECISIONS** – 18th December 2017.

**94/17 AGENDA ITEMS FOR NEXT MEETING**

- Planters – Councillor Shaw

**RESOLVED** to note that any further items should be submitted to the Clerk by 7th March 2018.


**95/17 DATE OF NEXT MEETING** – Wednesday 14th March 2018, 7.30pm, Hallbankgate Village Hall. The Annual meeting of the Parish Council would take place on 16<sup>th</sup> May 2018.

**96/17 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960** - To consider resolving, in terms of the Public Bodies (Admission to Meetings) Act 1960, that, in view of the confidential nature of the business to be transacted, (contract terms), it is advisable in the public interest that the public be temporarily excluded and that they be instructed to withdraw.

**97/17 GRASS CUTTING 2018 CONTRACT**

There was submitted a report by the Clerk on the tenders invited and received for the grass cutting contract 2018.

**RESOLVED** to accept the tender submitted by P. Bell Services in the sum of £1,080.00.

  
14/3/18