

FARLAM PARISH COUNCIL

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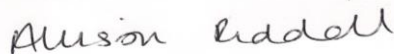
5th January 2024

Dear Councillor,

You are summoned to attend a **MEETING** of the **FARLAM PARISH COUNCIL** that will be held in **HALLBANKGATE VILLAGE HALL** on **WEDNESDAY, 10th JANUARY 2024** at **7.30pm**.

Members of the public are welcome to attend

Please do not attend if you have covid symptoms



AGENDA

1. **APOLOGIES FOR ABSENCE**
To receive apologies for absence and approve reasons for absence.
2. **REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST**
The clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest and to receive declarations by elected and co-opted members of interests in respect of items on this agenda.
3. **MINUTES**
To authorise the Chairman to sign, as a correct record, the minutes of the meetings held on 8th and 29th November 2023. (copies herewith)
4. **PUBLIC PARTICIPATION SESSION**
 - 4.1 **PUBLIC PARTICIPATION** -To receive comments and representations from members of the public in relation to any item on the Agenda. (*Members of the public are permitted to speak on any Agenda item for up to 15 minutes. Members of the public are not permitted to speak at any other time during the meeting unless invited to do so by the Chairman.*)
 - 4.2 **CUMBERLAND COUNCIL REPORT** – To receive a report from Councillor Dobson.
5. **LOCAL GOVERNMENT ACT 1972**
 - 5.1 **FILLING OF VACANCIES** – To consider person/s expressing an interest in being co-opted to membership of the Parish Council. Any applications received would be circulated to members by email prior to the meeting.
6. **REPRESENTATIVES' REPORTS**
To receive reports by representatives on Outside Bodies.
7. **TOWN AND COUNTRY PLANNING APPLICATIONS**
To ratify the comments on the following application:-
 - 7.1 **BELTED WILL, HALLBANKGATE (23/0611)** – Change of use of public house to 2 dwellings.

(Information available on Cumberland Council website)

8. NOTIFICATION OF DECISIONS
None at time of agenda publication

9. FINANCIAL MATTERS

9.1 BANK RECONCILIATION TO 14.12.23 – Report by Clerk. (copy herewith)

9.2 CLERK'S SALARY AWARD 2023-24 – To receive a report from the Clerk. (copy herewith)

9.3 EXPENDITURE TO APPROVE –

To approve the expenditure listed below and any additional items received before the meeting.

- £511.81 A. Riddell – net wage to 31.01.24
- £93.20 HMRC – PAYE to 5.1.24
- £9.00 HSBC – charges to 04.01.24
- £110.00 Hallbankgate village hall – Christmas tree

9.4 BUDGET/PRECEPT 2024/25

To further consider the budget for the financial year 2024/25 following the play area land sale and to consider setting the precept for the financial year 2024/25.

(copy of report to follow as council tax base information has not been received from Cumberland Council)

10. PLAY AREA REPAIRS/MAINTENANCE

To receive an update from the Clerk and Councillors Brown and Burd.

11. UPDATES -

To receive updates from the Clerk on the following:-

11.1 CAR PARK OPPOSITE HALL

11.2 SPEED REDUCTION REQUEST ON A689

11.3 NEW WEBSITE

12. CALC

To note that all CALC emails have been circulated to members and the following require a formal decision:-

12.1 BUDGET CONSULTATION

To consider commenting on Cumberland Council's budget proposals for 2024/25

12.2 POLICING BUDGET PROPOSALS

To consider commenting on the proposed 2024/25 budget for Cumbria Constabulary.

12.3 ELECTRIC VEHICLE POINTS

To consider the information from Charge My Street.

13. CORRESPONDENCE RECEIVED BY THE CLERK

To note items of correspondence received since the last meeting had been circulated to members by email and there were none, other than those already listed on the agenda, requiring a formal decision.

14. AGENDA ITEMS FOR NEXT MEETING

To submit items for the next meeting and note that any further items for consideration should be submitted to the Clerk on or before 6th March 2024.

15. DATE OF NEXT MEETING

Wednesday 13th March 2024 – Hallbankgate Village Hall, 7.30pm.

16. 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/legal terms), it is advisable in the public interest that the public be temporarily excluded and that they be instructed to withdraw.

17. LAND AT CROSSGATES ROAD (PLAY AREA SITE)

To note that Greenside Estate has accepted the Parish Council's offer for 'Lot 8 being the Hallbankgate Playground in the sum of £10,000 (ten thousand pounds)' and to consider the contract terms and next course of action. (Information circulated by email to members)

FARLAM PARISH COUNCIL

MINUTES of the **MEETING** of **FARLAM PARISH COUNCIL** held in **HALLBANKGATE VILLAGE HALL** on **WEDNESDAY 8th NOVEMBER 2023** at 7.30pm.

PRESENT: Cllrs C. Marsh (Chairman), I. Ashton, S. Burd, S. Lingard, A. Lister and P. Scott.

IN ATTENDANCE: Clerk
Cumberland Councillor R. Dobson (left after item 069/23)
3 members of the public (left after item (070/23)

066/23 APOLOGIES FOR ABSENCE

RESOLVED to note apologies for absence were received and agreed from Councillors Broomhead and Brown.

067/23 REQUESTS FOR DISPENSATION AND DECLARATIONS OF INTEREST

RESOLVED to note that no requests for dispensation were received and no declarations of interest were made.

068/23 MINUTES

RESOLVED to authorise the Chairman to sign the minutes of the meeting held on 13th September 2023, confirmed as a true and accurate record.

ACTION: CM

069/23 CAR PARK OPPOSITE HALL

The members of the public in attendance reported on the problems with camper vans parking overnight at the car park.

RESOLVED, after discussion, that the Clerk would contact a website advertising the car park for overnight stays, and request that it be removed. The Clerk would also contact highways to investigate whether a 'No Overnight Parking' sign could be erected at the car park.

ACTION: Clerk

070/23 PUBLIC PARTICIPATION SESSION

RESOLVED to note the members of the public in attendance had left at this point.

RESOLVED to note a report from Councillor Dobson, which included the following:-

- Upcoming community panel networking event – members welcome to attend.
- Fingerpost refurbishment – ongoing, residents asked to share their favourite.
- Finances – Cumberland Council experiencing challenges.
- Rats at Talkin Tarn – signage to be erected.

071/23 REPRESENTATIVES' REPORTS

RESOLVED to note there were no reports.

072/23 TOWN AND COUNTRY PLANNING APPLICATIONS

None.

Signed (Chairman).....

Date.....

073/23 NOTIFICATION OF DECISIONS

None.

074/23 FINANCIAL MATTERS**074/23.1 BANK RECONCILIATION to 14.10.23**

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 balances to 14th October 2023 of £18,804.01.

074/23.2 EXPENDITURE TO APPROVE

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

- £373.06 A. Riddell – net wage to 30.11.23
- £508.52 Ross Farrimond – grass cutting (3 of 3)
- £11.00 HSBC – charges to 13.10.23
- £750.00 Eyelid Productions – new website (set up etc)*
- £251.98 Cloud Next – new website .gov.uk domain reg etc)*

074/23.3 BUDGET 2024/25

Members gave consideration to a draft budget report submitted by the Clerk for the 2024/25 financial year, paying particular attention to grants and the replacement of play equipment.

RESOLVED to agree the draft budget providing there were no additional considerations between now and setting the precept, which would take place once information from Cumberland Council on the tax base calculations for 2024/25 had been received.

075/23 BIODIVERSITY POLICY

The Clerk submitted a draft biodiversity policy for consideration.

Members reviewed the policy and amended the section on 'the local area' and 'what the parish council will do'.

RESOLVED to adopt the amended policy.

ACTION: Clerk

076/23 PLAY AREA REPAIRS/MAINTENANCE

RESOLVED to note that the new swing equipment should be installed in December and that the annual RoSPA inspection would take place soon.

077/23 HIGHWAY ISSUES -**077/23.1 SPEED REDUCTION REQUEST ON A689 .**

RESOLVED to note, after contacting Highways for the reduction of the speed limit on the A689 through the hamlets of Coalfell, Follysyke and Roachburn from 60mph to 40mph to be considered, the Clerk had been asked to submit the request through Cumberland Council's 'report a fault' page. No response had been received regarding the matter being put on a future agenda of the local community panel.

Signed (Chairman).....

Date.....

077/23.2 SPEED INDICATION DEVICE (SID)

It was noted that there had still been no further information received from highways regarding the installation of a SID near Hallbankgate Primary School.

The Clerk updated members on costs which had risen from £5,100 to £5,611 for the design agreed with highways back in June 2021.

RESOLVED that the Clerk would email Farlam Parish Trust to request a grant in the sum of £4,000 towards the SID.

ACTION: Clerk

078/23 NEW WEBSITE

RESOLVED to note that the set-up fee and registration fees for .gov email addresses had been submitted. Documentation was being transferred to the website developers for the site to be created.

079/23 CALC

RESOLVED to note that all CALC emails had been circulated to members and none required a formal decision.

080/23 CORRESPONDENCE RECEIVED BY THE CLERK –

RESOLVED to note that all correspondence had been circulated to members and that the following required a formal decision:-

080/23.1 COMMUNITY PANEL NETWORK EVENT – 23rd November 2023, Down-a-gate Community Centre.

RESOLVED that the Clerk would attend.

ACTION: Clerk

081/23 AGENDA ITEMS FOR NEXT MEETING

- Reduction in speed limit update
- Precept

RESOLVED to note that any further items for consideration should be submitted to the Clerk on or before 3rd January 2023.

082/23 DATE OF NEXT MEETING - Wednesday 10th January 2023, Hallbankgate Village Hall, 7.30pm.

083/23 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

RESOLVED, that, in view of the confidential nature of the business to be transacted (contract terms), that the public be temporarily excluded and that they be instructed to withdraw for the following agenda item.

084/23 GRASS CUTTING

Consideration was given to the quotes received for the 2024 grass cutting contract.

RESOLVED, after discussion, to accept the quote from Ross Farrimond in the sum of £1,880.00

ACTION: Clerk

Meeting closed at 8.30pm.

Signed (Chairman).....

Date.....

FARLAM PARISH COUNCIL

MINUTES of the EXTRAORDINARY MEETING of FARLAM PARISH COUNCIL held in HALLBANKGATE VILLAGE HALL on WEDNESDAY 29th NOVEMBER 2023 at 7.30pm.

PRESENT: Cllrs C. Marsh (Chairman), A. Broomhead, J. Brown, S. Burd, S. Dalton, A. Lister and P. Scott.

IN ATTENDANCE:

085/23 APOLOGIES FOR ABSENCE

RESOLVED to note apologies for absence were received and agreed from Councillor Lingard.

The Clerk also submitted apologies.

086/23 REQUESTS FOR DISPENSATION AND DECLARATIONS OF INTEREST

RESOLVED to note that no requests for dispensation were received and no declarations of interest were made.

087/23 PUBLIC PARTICIPATION SESSION

RESOLVED to note there were no members of the public in attendance.

088/23 HALLBANKGATE PLAY AREA

Members had received information that the land the play area was situated on, currently leased by the parish council, had been put up for sale by the owners, Greenside Estate.

Discussion took place around the sale of the play area in general, possible sources of funding and loans. Members acknowledged that there would be additional professional fees connected to the purchase of the land and that the published closing date for offers was 19th December 2023.

088/23.1 RESOLVED that the Parish Council would make every effort to acquire the land where the play area was located, and that an offer of £10,000.00 would be made.

088/23.2 RESOLVED that a grant application to Farlam Parish Trust would be submitted as soon as possible.

088/23.3 RESOLVED that the land agents marketing the estate should be contacted to register an interest.

088/23.4 RESOLVED that the purchase of the land and any associated fees would be the Parish Council's immediate priority in terms of funding. This would take precedence over the speed indication device required at the Western edge of Hallbankgate, until the play area issue was resolved.

ACTION: CM/Clerk

Signed (Chairman).....

Date.....

FARLAM PARISH COUNCIL

BANK RECONCILIATION AT 14th DECEMBER 2023

HSBC ACCOUNT - 20476129

Balance b/f at 14/10/23	18,804.01		
Income	0.00	Expenditure	1,906.56
		Balance c/f	16,897.45
	18,804.01		18,804.01

Bank Reconciliation

Balance per statement @ 14.12.2023 16,897.45

Less o/s cheques

	0.00
	16,897.45

<u>Income</u>	<u>Date</u>	<u>Detail</u>	<u>£</u>	<u>Expenditure</u>	<u>Date</u>	<u>Detail</u>	<u>£</u>
				8.11.23		A Riddell	373.06
				8.11.23		R Farrimond	508.52
				8.11.23		Eyelid Productions	750.00
				8.11.23		Cloudnext	251.98
				4.11.23		Charges (Oct)	11.00
				5.12.23		Charges (Nov)	12.00
			0.00				1,906.56

	Balance B/F	Balance C/F
HSBC Account	18,804.01	16,897.45
	£ 18,804.01	£ 16,897.45

I certify that I have checked the above figures and am satisfied, to the best of my belief and knowledge, that they accurately represent the financial position of the Parish Council at the date indicated.

CONDITIONS OF SERVICE CLERK'S SALARY AWARD 2023-24

1. SUMMARY OF REPORT

This report advises of the recent pay award which has been agreed at the National Joint Council for Local Government Services (NJC) for the financial year 1st April 2023 to 31st March 2024.

2. RECOMMENDATIONS

That the Committee

2.1 **NOTES** the award; and

2.2 **AGREES** to its implementation.

3. REPORT

3.1 Parish Council staff are employed (as are the majority of local authority employees in Britain) on terms and conditions agreed by the National Joint Council for Local Government Services. These conditions are reviewed regularly and wage and salary rates are agreed annually and recommended by the NJC and Society of Local Council Clerks for implementation.

3.2 The wage and salary structure consist of a scale of wage/salary rates (known as the spinal column) and employees' wage/salary rates are determined by reference to points on this scale. For Parish Councils the scale for the salary of Clerks commences at spinal column point (scp) 5 and normally terminates at scp 62. The Parish Council has already determined that the salary scale applicable to the post of Clerk to the Parish Council is scp 15.

3.3 The spinal column points relate to an annual salary based on a 37 hour week and where a Clerk works for less this, the actual salary is calculated by reference to the hourly rate. Accordingly, the salary for the Clerk to this Parish Council, working a 4 hour week will be:-

Spinal Column Point	Annual Salary	Hourly Rate
15	£3,005.60	£14.45 (previously £13.45)

3.4 Whilst the Clerk's conditions of service specify that the salary shall be on the NJC Salary Scale scp 15 and the Clerk has a legal right to be remunerated on that scale, Members are, nevertheless, asked to approve implementation of the new rates.