

**Minutes of Parish Council Meeting held on
Wednesday, 15 September 2021 commencing at 19.00hrs
Venue: Thornhill Social Club**

Present: Julie Nugent (Chairman), Tim Barlow (Vice Chairman), Eric Jewitt,
Michael Slater, Kath Cook, Steve Caddy, Tina Church (Clerk)

1 Apologies

None received

2 Introduction of new Clerk

Chairman introduced and welcomed TC as the new Parish Council Clerk. Clerk gave a brief intro of herself to the PC.

3 To declare any interest in items on the agenda

None declared

4 Approval of the minutes of 23 June 2021 meeting

The minutes were approved as a true and accurate record of the meeting. Chairman content to authorise for publication.

5 Public Participation

None.

Chairman has been in touch with the new manager of the shop in Thornhill and has invited her to observe a Parish Council meeting with a view to joining.

Clerk has also issued an invitation to another person in Thornhill to observe a future meeting.

6 Finance

- Bank account update

The Parish Council still has no bank account. However, an application has been made to Unity Bank. Awaiting a decision.

CALC are aware of the issue. The advice is to escalate to NALC if application is unsuccessful.

- Accounts in general

The accounts are in limbo due to the lack of a bank account. However, to maintain services, some invoices are currently being paid by members of the Parish Council who will need to be reimbursed once the bank account is active. Advice from CALC is to keep a list of these expenses to ensure transparency.

The accounts will need to be audited through an internal audit process ahead of our AGAR submission. A deadline for our AGAR submission has been extended to the end of October.

A person has been identified to audit the accounts with support from Chairman and Clerk.

- Budget Update

Work in progress.

- Model Finance Regulations 2019

This document was circulated with the agenda. These regulations need to be adopted by the Parish Council and updated on our website.

Parish Council accepted the updated regulations.

ACTION 1: Clerk to arrange for Regulations to be updated on our website

7 Internal Audit and Annual Governance Accountability Review (AGAR) Submission

See above section Accounts in general.

An extension date of 30 October been agreed with the External Auditors. Preparation work on our submission is ongoing.

8 Training

The Chairman and Clerk had participated in training sessions to support their new role on the Parish Council. Both found the training beneficial. The offer of training was extended to all Parish Council members.

ACTION 2: Members to advise Clerk if interested in booking a training session

9 Planning Applications

No planning applications received. However, Hodgson's planning application was published in the local paper recently. It is a possibility that correspondence relating to this had been sent to the previous Clerk and not forwarded on.

ACTION 3: Clerk to contact CBC Planning Department to request correspondence be re-directed to communal email address

ACTION 4: Chairman to provide contact details of CBC representative and pass to Clerk to take forward

10 Progress Reports

The Parish Council agreed to keep the progress reports on the agenda going forward.

- Salt bin Braystones Rd, Beckermat

Bin not received yet.

ACTION 5: Clerk to contact Cumbria Highways to chase if bin not received in next month or so

- Community Led Plan

TB gave feedback on the events already held and outlined activities coming up. It was felt that the Community Led Plan had been successful especially linking in with the Beckermat Reading Rooms and the Beckermat Village Association post lockdown.

- Dog Fouling in the school Green Plan Area – PSPO and Dog Fouling on the grassed Area opposite Croft House Beckermat

No new complaints received. However, it was still a problem in Thornhill.

It was agreed that the representative from Copeland Borough Council would be invited to attend the next Parish Council meeting to agree a mutually supportive working arrangement on this issue eg the provision of more dog waste bins in both villages

ACTION 6: Clerk to add to October meeting agenda

ACTION 7: Chairman to invite CBC rep to October meeting

- Fly Tipping off Cop Lane

This would also be discussed with the representative from CBC at the next meeting.

Projects

- Mill Lane Gates replacement

The gates need to be erected. It was agreed that a contractor would be identified to carry out the work. Names of contractors were suggested.

ACTION 8: Chairman to contact Stephen Brown (Brown's Fencing Services) from Haile

A back up contractor (William McDonald) was suggested.

ACTION 9: EJ to carry out an assessment of the gates

- Remedial work to Mill Lane Field, swing and Play Park – RoSPA Safe Reports

The RoSPA reports highlighted areas of the play parks that need improvement.

Playdale are visiting the three parks on 29 September to make recommendations. Chairman to be accompanied by Vice Chairman.

It was decided that:

- a) playpark equipment would be removed/replaced

ACTION 10: MS to organise

- b) engage with the children in the community for ideas
- c) replacement of play equipment to begin in Spring 2022

- Land opposite Croft House

KC handed out some design ideas to members. Suggestions and design ideas were discussed with an emphasis on how to involve the community in this project.

It was agreed that an approach to Gosforth Parish Council and Calder Landscapes would be made for ideas and costings for this project.

ACTION 11: SC to liaise with Calder Landscaping

ACTION 12: EJ to liaise with John Alderson

It was decided that the Parish Council was supportive of this project.

11 Reports from online meetings attended by Councillors

EJ gave feedback from an Emergency Planning meeting he had attended.

ACTION 13: Chairman to obtain information on location of emergency response bins and circulate

12 Councillors' reports on meetings attended on behalf of the Parish Council

TB gave brief feedback from a GDF event he had attended. TB to give a more detailed summary at October meeting

ACTION 14: Clerk to include agenda item at October meeting

13 Recruitment of additional councillors

Ongoing.

Chairman had introduced herself to the Thornhill Village Association. It would be good to have more councillors to represent Thornhill.

ACTION 15: On behalf of the Parish Council Chairman would authorise the varnishing of noticeboards and approve the purchase of the varnish if needed.

ACTION 16: Chairman and Clerk to look at noticeboards

14 Process improvements

The Clerk talked through various process improvements (as indicated on the agenda) to be implemented going forward. Chairman invited all members to come forward with any ideas for improvements.

ACTION 17: Members to advise Clerk of items for the forward agenda

15 Any Other Business

Various items were raised under AOB. However, in line with CALC guidelines there will be no AOB on future agendas. It was agreed that all items would be covered as specific agenda items. To assist Parish Council members the Clerk is to issue the draft agenda 14 days in advance of each meeting.

- Wreath

SC advised that he had ordered a poppy wreath

- Speeding in the village

MS had identified a traffic light management system that may be of use in Beckermest to prevent speeding.

ACTION 18: MS to provide more information

ACTION 19: Chairman to invite Paul Turner to a future meeting

- Public Footpath Maintenance

Natural England to maintain. The kissing gate on the Beckermest to Blackbeck footpath needs repaired.

ACTION 20: EJ to obtain contact at CCC for maintenance

- Handyman

It was decided to identify someone to carry out handyman duties on a regular basis, with the various tasks to be discussed at October meeting.

ACTION 21: Clerk to include an agenda item at October meeting

- Cemetery Car Park

SC requested Darren Fawcett be contacted to request him to tidy up the cemetery car park area – cut the grass, strim etc

ACTION 22: Clerk to arrange with Darren and put on the forward agenda for maintenance to be carried out around Springtime and before Winter each year

- Previous Chairman

The Parish Council would like to thank Sam Meteer, the previous Chairman, for all his hard work and the contribution he has made to the Parish Council and his community.

- New Chairman and Vice Chairman of Beckermest with Thornhill Parish Council

This statement is to formally record in the minutes that Julie Nugent is now Chairman and Timothy Barlow is now Vice Chairman of the Parish Council.

16 Date and time of next Parish Council meeting

Wednesday, 20 October 2021 at 19.00hrs. Venue to be advised