

**Minutes of Parish Council Meeting held on
Wednesday, 16 March 2022 commencing at 19.00hrs
Venue: Thornhill Social Club**

Present: (JN) Julie Nugent (Chairperson), (TB) Tim Barlow (Vice Chairman),
(EJ) Eric Jewitt, (MS) Michael Slater, (KC) Kath Cook, (TC) Tina Church
(Clerk)

1 Apologies

S Caddy

2 To declare any interest in items on the agenda

In relation to agenda item 6 JN declared that she was helping with the Jubilee celebrations in Beckermet.

3 Public Participation

One member of the public in relation to agenda item 5.
Two members of Thornhill Village Association (TVA) in relation to agenda item 6.

4 Agree the minutes of 16 February 2022 meeting and review actions from previous meetings

The minutes were approved as a true and accurate record of the meeting apart from the item relating to the Beacon lighting ceremony. It was not agreed that the Parish Council would have a Beacon; only that the possibility would be explored.

Chairperson content to sign and authorise the minutes for publication after the above amendment had been made.

ACTION 1: TC to make amendment and arrange for minutes to be signed

The actions were reviewed, updated, closed out or marked as ongoing as appropriate.

5 Planning Applications

4/22/2091/OF1 – 6 Ehen Road, Thornhill

The Parish Council had no objections/observations to make.

4/22/2052OF1 - Sellafield site

The Parish Council had no objections/observations to make.

ACTION 2: TC to reply to planning application letters

Chairman's approval.....

4/21/2361/001 – Croft End Farm, Beckermat

The Parish Council had no objections. However, it was proposed that the bin storage area at the front of the site was moved outside of the visibility splay to safeguard against the potential interference with the visibility splay and improve the access point.

ACTION 3: Applicant's representative (in attendance at this meeting) to contact the planning department at Copeland Borough Council to agree an appropriate planning control

The applicant's representative left the meeting.

6 Jubilee Celebrations

After discussion with Thornhill Village Association representatives in attendance the Parish Council **AGREED** to donate:

- £400 for flowers to TVA
- £1,000 for Jubilee activities to TVA
- £1,000 for Jubilee activities to BVA

The possibility of the school children in Thornhill and Beckermat schools receiving a Jubilee 50p coin from the Parish Council was discussed.

ACTION 4: TC to inform TVA of Parish Council funding decisions and to request photos of the event showing where the funding has been spent

ACTION 5: TC to investigate the costs associated with the Jubilee 50p coins

ACTION 6: JN to find out how many children in schools/nurseries

ACTION 7: TC to place 'flower planting in future years' on the forward agenda for discussion at the beginning of each year

The TVA members left the meeting.

It was **AGREED** that the Parish Council would not be participating in the Beacon lighting ceremony.

Documentation had been received in relation to insurance cover for Jubilee celebrations and the establishment of working groups. JN to dial into a meeting on 29 March 2022 to gather further information.

ACTION 8: TC to advise of JN's attendance

7 Traffic Management in Beckermat

Data has been collected using 'what3words' and submitted. Awaiting feedback.

8 Finance

The Finance report was noted, and payments **APPROVED** for payment.

Chairman's approval.....

The VAT re-claim for 2019/20 had been submitted to HMRC.

A new VAT process is being introduced from 1 April 2022.

ACTION 9: TC to check the process/implications for the Parish Council

9 Asset Register Review

The review had been carried out and the Asset Register updated including what3words location for each item. There are two items still to be located; the Christmas tree plug in Thornhill and a bench in Beckermat.

ACTION 10: TB to investigate further

The Asset Register to be published on the Parish Council Website when completed. This would be a working document showing a timetable for maintenance.

ACTION 11: TB to liaise with website manager

The flagpole, in Thornhill, is classed as an asset belonging to the Parish Council, which is currently being managed by an individual who lives in Thornhill. This arrangement is currently working well and is of benefit to the village.

However, the Parish Council would like a more formal approach in place to ensure any necessary maintenance is carried out to the flagpole when needed and more importantly to pass on our thanks to the individual.

ACTION 12: TB to take forward

10 Play Parks

Awaiting two quotes from providers to enable a request for funding to be submitted to the GDF community fund to update the Playpark in Beckermat. The play park at Thornhill would be looked at in the next funding round.

The next GDF community funding meeting is in April.

Two new seats needed for Playpark at Mill Lane.

ACTION 13: JN to visit the swing park to identify the name of the provider and make arrangements for replacement

11 Pensions Regulator Letter

The Parish Council has received a letter requesting that any employees be enrolled in a pension scheme, if appropriate, to ensure compliance with Pension Regulations, which became a requirement back in 2019.

It was felt that liaison with HMRC, on the tax issues, had prompted the letter from the Pensions Regulator.

ACTION 14: TB to advise Pensions Regulator that there are no employees to enrol

Chairman's approval.....

12 Rental Agreements

The Clerk and Chairperson had met with a representative from TFC to discuss rental agreements and payment of utility bills. The meeting went well.

The payment split, for utility bills between the two teams, was **AGREED**: TFC to pay two thirds and Over 35's to pay one third.

The rental agreements would need to be amended to reflect the payment split.

ACTION 15: TC to amend the rental agreements

Thornhill FC had expressed an interest in using the additional pitch near to Thornhill School. It was noted that if the school pitch was first cut, by the Parish Council, then it may also be of use to the school as well as the football club.

ACTION 16: JN to approach the school to establish ownership of the land and organise for the grassed area to be cut if appropriate

13 Prep for Annual Parish meeting - April

It was acknowledged that it had been a difficult year with various historical issues to resolve, which took lots of time and effort. The Chairperson's report, to the Annual Parish meeting, would reflect these issues and how they have been rectified.

It was noted that an annual General Data Protection Regulations (GDPR) audit needs to be carried out as per our Data Protection Policy and presented at the Annual Parish Meeting.

ACTION 17: TC to compile the Annual Parish meeting agenda

ACTION 18: JN to write the Chairperson's report

ACTION 19: TC to establish audit requirements with CALC and the ICO

14 Progress Reports

- Salt Bin Braystones Rd, Beckermat

Highways has informed the Parish Council that the additional salt bin would not be provided due to the criteria not being met. A score of one hundred and fifty would need to be reached but our request only reached twenty, therefore our request was declined.

ACTION 20: TC to request to see the criteria

- Noticeboards

The notice boards in Beckermat had had maintenance worked carried out on them and are back in position. There are now four noticeboards in Beckermat. The same maintenance work would be carried out on the noticeboard at Thornhill.

Chairman's approval.....

ACTION 21: JN to organise the maintenance work on Thornhill noticeboard

The carpenter had submitted his invoice for £465. Payment **APPROVED**.

ACTION 22: TC to pay invoice

- Tidy up of BT Exchange at Beckermest

Issue reported. Waiting for area to be tidied up.

- Tidy up of Gas substation at Thornhill

Issue reported. Waiting for area to be tidied up.

- Street lighting, Dent Road, Thornhill

Issue reported. Waiting for replacement bulbs to be installed.

- Broken Drainage

Even though confirmation had been received that the work had been carried out to repair the broken drain, it was still a problem with the volume of water constantly running down the road.

ACTION 23: TC to report the issue again

- Handyman recruitment

An advert had been placed on Facebook, but no interest had been shown. It was decided to spread the advert wider afield by approaching someone advertising their services once a list of tasks has been compiled.

ACTION 24: EJ to compile a list of tasks and take forward

- Swing Bridge Update

No progress had been made on this. Cumbria County Council still need to carry out repairs.

- Arrange Cemetery car park tidy up for April

To be carried out in Springtime and Wintertime.

ACTION 25: TC to arrange

- Bin emptying at Thornhill

The Clerk had contacted Copeland Borough Council to request the bin emptying service be re-instated as of 1 April. Awaiting a response.

Chairman's approval.....

Projects

- Land opposite Croft House

KC trying to establish ownership of the piece of land with Cumbria County Council. A site visit from the landscaping company had taken place to discuss design options.

The retaining wall and the preparation work would need to be factored into any costings. Hopefully, a funding application would be made to access the GDF Community funding to cover the cost of this work.

ACTION 26: TC to pay invoice from the landscaping company

- Benches near the bus stop on School Green

This work could be carried out by the carpenter who made improvements to the noticeboards.

ACTION 27: JN to liaise with the carpenter

- Planting of tree opposite school for Jubilee

KC had written to Cumbria County Council to request permission to plant a tree. In the meantime, a tree had been purchased. A plaque would be organised to reflect that the tree was a donation to the village from the Parish Council.

ACTION 28: KC to take forward

ACTION 29: TC to pay KC for cost of the tree

15 Reports from meetings attended by Councillors

No meetings attended.

It was decided that a review of the meetings attended would be carried out with a view to having the same person attend each nominated meeting. This would ensure consistency of attendance and messaging.

16 Recruitment of additional councillors

It was **AGREED** that a poster, highlighting the benefits of joining the Parish Council, would be designed, and placed in the notice board at Thornhill to try and encourage new members to join.

17 Forward Agenda

Nothing to add.

18 Date and time of next Parish Council meeting

Wednesday, 20 April 2022 commencing at 19.00hrs in The Reading Rooms, Beckermeth. The Annual Parish meeting would commence at 18.30hrs.

All business concluded; the meeting closed at 22.15 hrs.