

Upper Denton Parish Council (PC)

Minutes of a PC meeting held on Tuesday 11th May 2017

Present

Parish Councillors: - B. Lyons, D. Newrick (Chairman) & W. Makepeace (Vice-Chairman)

Others: - F. Nugent (Clerk) & S. Bowman (City Councillor)

Absent: - L. Fisher (County Councillor)

The meeting opened with Newrick in the Chair

1. Opening Remarks

Newrick welcomed those present to the meeting

2. Apologies for Absence and Declarations of Interest

Apologies for absence were received from Fisher. There were no Declarations of Interest

3. Election / Re-Election of Chairman – Newrick was proposed, seconded and elected

4. Election / Re-Election of Vice-Chairman – Makepeace proposed, seconded and elected

5. Minutes of the meeting held on 7th March 2017

These were agreed as a true and correct record and signed as such by Newrick

6. Matters arising from the meeting held on 7th March 2017

i) **Telephone Mast** – Vodafone have surveyed the site and appear to be going ahead although no legal documents have been produced yet

ii) **PC Vacancies** – Still a complete lack of interest

i) **Merger with Waterhead PC** – This is still working with the City Council and their latest message is that the merger may be delayed until after Parliamentary Constituency boundary changes have been implemented. Bowman to speak to Ian Dixon at the City Council re this

ii) **Hall Terrace and Road Gullies** – There has been no response from the County Council (CC) Highways on either matter. Newrick will find out, from Fisher, who at the CC has responsibility for these matters and will make a direct attempt to seek a solution

iii) **Parking Outside the School** – This is causing problems particularly at drop off and pick up times. Newrick will, first, try the softly, softly approach with the individuals concerned before considering what other action may be necessary

7. Correspondence that has not been Circulated – There wasn't any

8. Reports

i) **Buses** – No report

ii) **COGS** – Progress was being made in that another set of consultants' have been appointed and Network Rail were considering installing the old Workington temporary station for a period to see what the footfall is

i) **County** – The County Councillors have lost their grant monies

ii) **City** – Bowman reported that the Constituency boundary changes are on hold due to the pending General Election

iii) **PC Councillors** – No additional reports

9. Finance

i) **Accounts for the year ended 31st March 2017** – These were agreed and signed by Newrick

ii) **Accounts for the period 1st April 2017 to date** – These were agreed and signed by Newrick

iii) **2016/17 Annual** – This has been audited and was agreed and signed by Newrick. It will now be forwarded to BDO the External Auditors

iv) **Financial Risk Assessment** – The current financial setup was reviewed in that the PC uses internet banking, all payments are made from invoices after having been authorised by the

PC, in the main payments are made by BACS, up to date accounts are presented to each PC meeting for scrutiny. The PC were satisfied with the current financial procedures

v) **Clerk's Salary Review** – it was agreed to increase this to £500 per annum

vi) **Payments Received Since the Last Meeting**

Payer	Reason for Payment	Amount
• Carlisle City Council	Precept	£1182.73
• Carlisle City Council	Council Tax Support Grant	£33.27
• CALC	Transparency Code Refund	£693.31
• HMRC	VAT Refund	£67.83

vii) **It was agreed to make the following Payments**

Payee	Reason for Payment	Amount
• F. J Nugent	Clerk's six months' net salary	£200.00
• HMRC	PAYE on Clerk's six months' salary	£50.00
• F. J Nugent	Clerk's 12 months' expenses	£41.95
• F. J Nugent	Net Website Set-Up Work (*)	£115.20
• HMRC	PAYE on Clerk's Website Work (*)	£28.80
• CALC	Annual Fee	£64.26

(*) Included in £693.31 refund from CALC referred to at vi) above

viii) **Account Balance** - **£2376.64** credit balance at the start of the meeting and **£3853.57** after the above agreed payments

10. People Counters

Two sets of footfall counters have been installed in the village to gauge the potential use of any future station. During the period 2nd April to 2nd May 2017 the counter at the station site recorded 3500 people passing and the one at Willow Ford record nearly 6000 passing

11. Over Denton Churchyard

The statutory 12-month notice period to close the graveyard to new burials has been given. At the end of the 12-month period responsibility for the upkeep of the graveyard will pass to the PC who can then give the appropriate notice and pass the responsibility to the City Council. However, a local resident has put a bid in for the Norman Church and has apparently, offered to maintain the upkeep of the graveyard

12. PC Meeting Dates for the next 12 Months

The following Thursdays were agreed, 10th August 2017, 23rd November 2017, 8th February 2018 and 10th May 2018

13. **Item for the Next Meeting** – No items were given

14. **Next Meeting** – 6:30pm on Thursday 10th August 2017 in the Methodist Chapel Room

Minutes prepared by

Signed as a true and correct record

Frank Nugent
Clerk to the PC
20th May 2017

Dan Newrick
Chairman
10th August 2017