

Upper Denton Parish Council (PC)

Minutes of a PC meeting held on Thursday 10th May 2018

Present

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

Other: - S. Bowman (SB) (City Councillor) & F. Nugent (FN) (Clerk)

Absent: - L. Fisher (LF) (County Councillor)

The meeting opened with DN in the Chair

1. **Opening Remarks** -DN welcomed those present to the meeting

2. **Apologies for Absence and Declarations of Interest**

No apologies for absence were received. There were no Declarations of Interest

3. **Appointment / Re-Appointment of Chair and Vice-Chair**

DN was re-elected as Chair and WM was re-elected as Vice Chair

4. **Minutes of the meeting held on 8th February 2018**

Agreed as a true and correct record and signed as such by DN

5. **Matters arising from the meeting held on 8th February 2018**

a. **Telephone Mast** – This appears to have died a death again

b. **PC Vacancies** – Still a complete lack of interest

c. **Merger with Waterhead PC** – DN to contact the Boundaries Commission to try and get the matter moving forward

d. **Hall Terrace** – DN received a notification from Highways acknowledging that the matter had not been rectified. Apart from that there hasn't been any progress on the matter

e. **Road Gullies** – No progress on this

f. **People Counters** – The counter at Willowford is clocking up an average of 1000 people each week. It is appreciated that there will be some double counting

g. **RAF Centenary** – No update. Waterhead are taking the lead on this and FN should get an update at their PC meeting scheduled to be held on 17th May 2018

h. **Tilhill Timber Extraction** – Moves are afoot to get the three PCs together to discuss this

i. **Go Gilsland** - No update

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

7. **Reports**

a. **COGS** – Northumberland County Council (NCC) will underwrite the £400K to £700K needed for the next stage of the plan, providing they are able to access the necessary funds sources. They have also agreed to be the front body for the station project

b. **County** – No report due to Fisher's absence

c. **City** – SB reported that the current major issue is the state of the Central Plaza Hotel in Carlisle. He is of the opinion that the best option would be to demolish it however it is a Grade 1 Listed Building and it would need to be delisted before demolition could take place

d. **PC Councillors**

DN reported that: -

- i) There is a move to resurrect the Cycle Track from Greenhead to Gilsland
- ii) He is to contact LF to see if the County will fit speed cameras in the village
- iii) On a problem with brown water at a property on Hadrian's Crescent. When the local fire hydrant was checked it was found to be full of mud. Also, the hydrant is too small for the fire authority's purposes. The matter is to be dealt with by Northumbrian Water

8. Finance

a. Accounts for the period 1st April 2017 to 31 March 2018 – Agreed and signed by DN

b. Accounts for the period 1st April 2018 to date – Agreed and signed by DN

c. Receipts since the Last Meeting: -

Payer	Reason for Payment	Amount
i) Carlisle City Council	2018/19 Precept	£1200.18
ii) Carlisle City Council	2018/19 Council Tax Support Grant	£15.82

d. Receipts Due: - None

e. It was agreed to make the following Payments

Payee	Reason for Payment	Amount
i) F.J. Nugent	Clerk's Six Months' Net Salary	£208.00
ii) HMRC	PAYE on Clerk's Six Months' Salary	£52.00
iii) F.J. Nugent	Clerk's 2017/18 Expenses	£30.80
iv) CALC	Annual Subscription	£66.00
v) Came & Company	Annual Insurance Premium (Already paid)	£218.00
vi) Thirwell PC	Defibrillator Donation (Already Paid)	£500.00
vii) P.L. Gauntlett Accounts	2017/18 Audit Fee	£40.00

f. Account Credit Balance - £4043.43 before and **£3633.63** after the above agreed payments

g. Audited 2017/18 Annual Report and Governance Statement – These were agreed and signed by DN and FN

h. 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

i. Clerk's Salary Review – it was agreed to increase this to £520 per annum

9. 2018/19 Meeting Dates – The following Thursdays were agreed, 2nd August 2018, 1st November 2018, 7th February 2019 and 9th May 2019

10. Appointment of a Data Protection Officer (DPO) - Agreed to defer this until DN had reviewed the legislation. It was subsequently confirmed by CALC that the legislation is to be amended to remove the need for PCs to have a DPO

11. Item for the Next Meeting – No items were given

12. Next Meeting – 6:30pm on Thursday 2nd August 2018 in the Methodist Chapel Room

Minutes prepared by

Signed as a true and correct record

Frank Nugent
Clerk to the PC
19th May 2018

Dan Newrick
Chairman
2nd August 2018