Minutes of Crosthwaite and Lyth Parish Council held in the Parish Rooms, Crosthwaite on Tuesday 6th June 2017 at 7.30pm

PRESENT

Cllr Robert Sykes (Chairman) Cllr Bruce Worsley
Cllr Jim Bownass (*) Cllr Evelyn Brookes Cllr Matthew Dobson (*)

Invited:

Cllr Jim Bland - County Council Representative
Cllr John Holmes - District Council Representative

MINUTES

1. Apologies

Cllr Roger Smith (away), Cllr Mary Harkness (away), PCSO Jayne Park (unavailable)

2. Declaration of interest

Cllr Bruce Worsley Item 8a

3. Dispensations

None

4. Minutes of the previous meetings held on 02 May and 16 May

The minutes had been circulated prior to the meeting and it was **proposed** that they are a true record of the meeting and should be signed

The Council **RESOLVED** that minutes were accurate and were signed by the Chairman

5. Chairman's Announcements

None

6. Open Session

None

7. Reports

a. County Councillor Jim Bland

As this is a period in the run up to an election there is little going on so nothing to report.

b. District Councillor John Holmes

A report was circulated to all councillors

c. Clerk

A report had been circulated to all councillors prior to the meeting

d. Police, PCSO

An email from PCSO Jayne Park said there were no incidences to report

8. Planning

Cllr Bruce Worsley left the meeting

a. 7/2017/5314

Location: Greenbank Farm, Crosthwaite, LA8 8JD

Proposal: Extension and internal alterations, including demolition of

outbuilding

It was **proposed** that the Council has no objection to this application.

The Council **RESOLVED** to inform LDNP that there is no objection to these plans

Cllr Bruce Worsley returned to the meeting

b. 7/2017/5339

Location: 3 Dodds Howe, Crosthwaite, LA8 8HX

Alteration to steps and balcony

It was **proposed** that the Council has no objection to this application.

The Council **RESOLVED** to inform LDNP that there is no objection to these plans

9. Audit Return

a. Income & Expenditure

The Clerk gave a brief resume of the annual income and expenditure

b. Bank Reconciliation

The Clerk confirmed the end of year bank balances

c. Audit Report

The Clerk confirmed the requirements of the Audit Report for BDO

d. Report on investments and assets

The Clerk had circulated a report on investments and assets.

e. Internal audit

The clerk confirmed that Gordon Pitt had carried out an audit of the books and that there were no issues

f. Completion and sign off Section 1 of the Annual Return

A list of questions had been circulated to councillors prior to the meeting. The clerk went through the list and confirmed all answers.

g. Completion and sign off Section 2 of the Annual return

The figures for this section of the return had been circulated to councillors prior to the meeting.

It was **proposed** that items 9f and g are accurate and should be signed by the Chairman and the Clerk, then returned to the External Auditor (BDO)

The Council **RESOLVED** that Sections 1 and 2 should be signed and the forms returned.

10.Crosthwaite Green

a. Confirmation of the position of the Parish Council regarding Crosthwaite Green and any further action.

The Clerk was asked to contact the Commons Registration Service in Carlisle for a plan of the Green

11.Finance

- a. Statement of Charity Funds Financial Activity 01/04/16 to 31/03/17
 This statement had been circulated to all councillors prior to the meeting.
- b. CCLA mandate notification
 The Clerk asked for two Parish Councillors to be Trustees on behalf of the Council.

It was **proposed** that Matthew Dobson and Jim Bownass sign as Trustees

The Council **RESOLVED** that Cllr Bownass and Dobson are trustees for CCLA until further notice

(c. Bank balance to date	£	
(d. Martin French (Wages	£1	137.78
6	e. Post Office Counters (HMR&C)	£	33.44
f	. Paym't re'd from Mr Sharp	£	30.00 (Heads Quarry)
٤	g. Paym't rec'd from Mr and Mrs Blair	£	40.00 (Ulverston Road, Cowmire)
ł	n. Memorial Hall	£	20.00
i	. Paym't rec'd from Mr Sharp	£	15.00 (Pinfold)

j. Paym't rec'd from Mr Crompton £ 23.00 (Winster Rd)
 k. It is proposed that above payments are made, and receipts recorded

The Council **RESOLVED** to make all the above payments to record all the above receipts.

12. Junction of A590 and A5074

a. It is **proposed** that the attached letter is sent.

The Council **RESOLVED** that the letter is sent to the Police Headquarters in Carlisle along with a copy to CCC Highways.

13.Off Road walkway

Update on progress
 This matter is for further discussion at the July meeting

14. Communications

- a. Westmoreland Gazette
- b. Parish News
- c. Social Media

 Nothing to report on any of the above.

15. Parish Council surgery at the Exchange

Nothing to report

16.Date of Next Meeting

a. Parish Council Meeting Tuesday 04 July in Parish Rooms start 7:30pm

(*) bank signatories

Parish Web Site: http://www.crosthwaiteandlyth.co.uk/parishcouncil.html Notice boards: Bowland Bridge Old Post Office, Crosthwaite

Memorial Hall Near The Smithy

Lyth Valley Road