

Drigg and Carleton Parish Council**MINUTES OF THE ORDINARY COUNCIL MEETING**

Held as a Virtual Meeting because of the Corona-19 virus restrictions on social contact
On Tuesday 8th February 2021

Members present Mr J Jennings (Chairman), Mr A Pratt, Mr K Hitchen, Mr J Naylor, Mr K Murray, Mrs S Browne and Mr H Lace

Clerk: Mr D Millington.

Responsible financial Officer (RFO): Mrs J Robinson.

1. Minutes of the Ordinary Meeting held 12th January 2021.

It was recorded that the list of apologies for absence should include Mrs S Browne (not Mr as written).

2. Resolution to approve and signature of Minutes.

With that amendment, a proposal by Mr Murray, seconded by Mr Pratt, that the Minutes of 8th February 2021 were a true and accurate record was agreed unanimously by members.

3. Apologies for absence. All members were present.

Item 8.1: Highway Matters.

Mr Matthew Reeves representing Cumbria Highways attended the Zoom meeting by invitation, to discuss traffic management and speed control issues. The meeting was also joined by 2 members of the public, particularly to discuss damage to Rose Cottage being caused by the proximity of the speed bump adjacent to this property.

Members agreed a proposal to consider this topic as the first Agenda item.

Mr Reeves acknowledged that this issue was recognised by Highways and that it was intended to address the issue. He noted that there were legal formalities to deal with before changes could be made and that these will be started. He said that a number of possible solutions would be considered including removal or repositioning of the particular speed bump and alternative calming measures. He noted that a number of traffic surveys have already been completed on this section of the road and that this could be accessed to shorten the lead time. He anticipated that the work will be included in the next financial year Highways budget.

4. Financial Matters.

a) Finance Report

Mrs Robinson had circulated a financial report ahead of the meeting which was noted by members. The month end balance was shown as £6511.78 with one payment of £10 made in the period and one cheque for £119.99 raised but not yet presented.

b) Consideration of other payments:

Public access defibrillator:

The Clerk reported that the defibrillator at the Hall was showing a fault alarm for a defunct battery. Five members have responded to an e-mail to approve payment of £185.95 + VAT to purchase a replacement and an order has been placed.

Following discussion, members noted a proposal to add an item to the Parish Council budget for £1000 specifically to cover future repair and maintenance to our parish defibrillators to minimise the response time for repair turnaround. It was agreed to include the proposal as an item on the March 2021 meeting Agenda for consideration for formal approval.

Action 2/1: Clerk to add consideration for a budget line for defibrillator repairs.

c) Arrangements for payment of Clerk and RFO:

Following discussion on Mr Pratt's feedback from CALC, members agreed a proposal that the Clerk and RFO would complete separate timesheets for time spent on Council and Drigg Charity work, These would be paid by the Parish Council with reimbursement from the Charity for that share of the cost.

5. Actions and matters arising from previous meetings of Council

Action 3/5 (19): Mr Pratt to register D&C PC needs with ICO. Ongoing

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Action 12/4: Mr Pratt to seek clarification about PAYE liability for payment for Charity work. Complete

Action 1/1: Mr Hitchen ti invite CCC Highways Engineer. Complete

Action 1/2: All members to review the Standing Order documents. On this Agenda

Action 1/3: Mr Lace to advise, particularly on financial issues. On this Agenda

6. Report from County and Borough Councillors.

It was reported that arrangement for May local government election in 2021 are under discussion.

7. Public Participation

Two members of the public attended the virtual meeting for item 8.1: Highway matters, see Minutes above.

8. Main Business:

8.1: Highways matters:

a) Traffic management and speed control: see item above.

b) Members noted new information from Cumbria Highways about a new system introduced to improve feedback on performance between County and local councils. It was proposed to display this on the parish website..

8.2: PROW: There were no new issues raised.

8.3: LLWR; The Chairman noted that the Minutes of the January liaison meeting had recently been issued and will be circulated.

8.4 Village tidying: There were no new issues raised.

8.5: Community Communications:

The was noted that the new website was launched. Additional items and updates were requested.

8.6: Community Led Plan:

It was noted that the Chairman had circulated an updated draft copy of the Action Plan and invited feedback and comments.

8.8: **Any Other Parish Matters**

Review of Parish Council Standing Orders:

Members agreed a proposal to adopt the most recent version of NALC Model Standing Orders annotated to reflect our individual meeting frequency and timings and quorate rules.

9. Receive communications placed before the Meeting.

It was noted that information had been received on:

- Consultation on Local Government reorganisation
- Continuation of Virtual Meetings
- Update on March 2021 Census
- Digital infrastructure for Cumbria
- Cumbria Group Recovery Strategy.

The Clerk undertook to ensure that these had been circulated to members.

10. **Planning Matters:** There were no new issues raised.

11. **Cumbria Association of Councils.** There were no new issues raised.

12. **Received Reports from representatives.** There were no new issues raised.

13. **Matters to be considered at the next Parish Council meeting:**

- See Agenda

- Members were invited to submit items for inclusion 5 working days ahead of the scheduled date of meetings

14. **Date of the next meeting.**

Tuesday 9th March 2021.

The meeting closed at 8.45pm.

Distribution;

County & District Councillors; K Hitchen, A Pratt & D Moore.

Parish Councillors, Drigg Charity Trustees and D&C Community web site

Action List:

Action 3/5 (19): Mr Pratt to register D&C PC needs with ICO.

Action 2/1: Clerk to add consideration of a budget line for defibrillator maintenance.