

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 9th March 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 on 8th February 2021.

There were no amendments to the Minutes of 8th February 2021.

2. Resolution to approve and signature of Minutes.

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.**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 with one payment of £15 made in the period.

b) Consideration of other payments:

- Public access defibrillator:

The Clerk presented an invoice on behalf of Barney's Support Services for £227.94; £189.95 plus £37 VAT for the supply and fitting of a replacement battery in the unit installed at the Village Hall. Members confirmed their approval for the payment, as previously recorded at the February meeting.

- Clerical and financial services to the Parish Council:

Invoices were presented by the Clerk and RFO for their services in the period March 2020 to end February 2021. The cost of administration in the period was £1720.65 comprising £970.52 for support to the Parish Council, £477.54 for support to the Drigg Charity with a further tax liability to HMRC of £272.59. As requested by the Parish Council the administration cost included services to the Council and to the Drigg Charity and these are identified separately on the invoices. The share of the cost for the Charity including salary and tax liability is £566.45. The Clerk was actioned to request repayment of this amount from the Drigg Charity to the Parish Council. Members agreed a proposal to pay the invoices presented.

Action 3/1: Clerk to request repayment from the Drigg Charity for administration services as recorded.Action 3/2: RFO to arrange agreed payments.

- A proposal to purchase annual subscription for Microsoft 360 and security software for £79.99 + VAT and £87.99 respectively was agreed#.

Mrs Browne agreed to buy the items on line and will be reimbursed.

- Proposal to add £1000 to the Parish Council budget with access for defibrillator maintenance. Members agreed unanimously to this budget amendment.

Action 3/3: RFO to amend the Council budget as agreed**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

Action 2/1: Clerk to add consideration of a £1000 budget for defibrillator maintenance.

Complete

6. Report from County and Borough Councillors.

Mr Hitchen reported that he had requested a progress report from the Highways engineer following the discussion with him at the February Council meeting.

Mr Pratt reported that an election for the Crime Commissioner would go ahead in May and the Hall would be used as a polling station. Local Council elections have been deferred for 12 months. CBC have announced the reinstatement of twice monthly brown bin collections from late March.

7. Public Participation

There were no members of the public participating.

8. Main Business:

8.1: Highways matters:

Members were urged to use and encourage parishioners to use the Highways hotline to report the worsening pothole situation on the B5344.

8.2: PROW: A query was raised about information on any initiative to create a multi-use link between Holmrook and Gosforth.

Action 3/3: Mrs Browne and Mr Pratt agreed to raise this with neighbouring parishes;

8.3: LLWR; The Chairman noted that he will circulate Minutes of the liaison meeting when they are available.

The Chairman reported that there had been rainwater escape from the south end of the LLWR site onto the beach road and other drainage issues near Sandy Acres. LLWR have undertaken to address the drainage issues.

LLWR are intending to tarmac the internal site perimeter track. This will involve additional tarmac transport through the village.

8.4 Village tidying: It was noted that 2 village improvement initiatives have been raised; litter picking and 'wilding' of selected areas. These are being progressed via the Drigg Charity.

8.5: Community Communications:

It was noted that the new website is now active. It will be publicised in the Benefice magazine and in Tethera to encourage usage.

8.6: Community Led Plan:

It was noted that the Chairman had circulated an updated draft copy of the Action Plan and feedback and comments have been received to be included.

8.7: Any Other Parish Matters

- Consultation on Local Government Reorganisation

It was noted that CALC have organised a Microsoft Teams virtual meeting for 17th March at which the 4 current options will be presented and can be questioned. The Clerk has circulated the invitation to members and a link to the Teams meeting is included.

- Future of virtual meetings.

It was noted that central government are proposing the end of virtual meeting in May, NAL and CALC are seeking to extend this date and allow for mixed real and virtual meetings. It was agreed to keep the situation under review.

- Cumbria Recovery Group Strategy: There was no discussion.

- Information on the 2021 Census: It was noted that information about the Census is now being delivered to individual households.

9. Receive communications placed before the Meeting

There were no additional issues raised

11. Planning Matters:

It was noted that a planning proposal was being displayed for work at Partfield, Drigg which has not been sent from CBC to the Parish Council.

Action 3/4: Mr Pratt to ask CBC for the application to be sent to D & C PC.

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:**

- Arrangements for the Annual Parish meeting and the Annual General Meeting

- 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 13th April 2021.

The meeting closed at 8.30pm.

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 3/1: Clerk to request payment of administration cost from the Drigg Charity to the PC.

Action 3/2: RFO to arrange approved payments.

Action 3/3: RFO to amend the PC budget for defibrillator maintenance.

Action 3/4: Mrs Browne and Mr Pratt to discuss support for a Holmrook to Gosforth access link.

Action 3/4: Mr Pratt to ask CBC to send a copy of the Partfield planning application.