

Lothersdale Parish Council

Clerk: Esther Barrows
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Minutes of the Annual Meeting of Lothersdale Parish Council held on 9th May 2013, at 7.30pm in the Village Hall

Present: Councillor Stephen Cohen (Chairman)
Councillor Catherine Gott
Councillor Peter Harrison
Clerk Esther Barrows

5/01 Apologies were received and accepted from:

Councillor Eddie Cullen
Councillor Pat Fairbanks (CDC)
Councillor Patrick Mulligan (NYCC)
Councillor Mark Wheeler (CDC)

5/02 Declaration of Interest:

Councillor Gott declared an interest in item 5/08, planning.

5/03,a Election of Officers:

Chair: Cllr Stephen Cohen was proposed by Cllr Peter Harrison, seconded by Cllr Catherine Gott and elected unopposed.

Vice Chair: Cllr Eddie Cullen was proposed by Cllr Peter Harrison, seconded by Cllr Catherine Gott and elected unopposed.

5/03,b Annual Accounts:

The Council approved the accounting statements for the year ended 31st March 2013.

The annual governance statement was approved by the Council.

The Annual Return for the year ended 31st March 2013 was approved the Council.

Notices will be displayed in the village on 10th May 2013 detailing the Notice of Appointment Date for the exercise of electors' rights. (The opportunity for electors to inspect the accounts and make copies of the Annual Return))

5/04 Minutes:

- i) Resolved: That the minutes of the Council meeting held on April 11th be signed as a true record.

Clerk's and members' reports on updates and actions taken on matters discussed at the previous meeting:

	Action
a) Lengthsman discussion: The Clerk is to compile a list of possible dates for a village tidy up and also contact the Council regarding the loaning of equipment to assist volunteers. (Litter picker uppers, high visibility vests, gloves etc)	EB
b) Tennis net storage: Cllr Harrison will follow up with further details at the next meeting.	
c) MUGA: The Clerk has ascertained that further funding is still outstanding to the Council and is to liaise with Jon Crossley to bring the project to completion.	EB
d) Land Registry: The park valuation and deeds have been passed to the solicitor, and there is nothing further to report at present.	
e) Village Map: The map has been forwarded to Malcolm Stocks for completion and the Clerk is to contact the artist to request the illustrations are ready within the next few days in order to proceed with printing.	EB
f) Digley Risk Assessment: Cllr Cullen had agreed at the previous meeting to look through the assessment and bring any pressing matters to the Council at the next meeting. This will be added to the June Agenda.	EC
g) Bank accounts/internet banking: The Clerk has now set up internet banking for both the current account and savings account.	
h) Tree Pruning/Maintenance: The tree risk assessment has been carried out and will be discussed in detail at the next meeting. The Clerk is to investigate funding opportunities for a woodland management plan with the Forestry Commission.	EB
i) Telephone box: There is no further news to report at present. The Clerk will keep the Council informed when a decision has been made by the Council.	
j) Traffic concern, Lothersdale Primary: The enforceable yellow zig-zag lines have now been painted outside the school and are helping to ease congestion at busy times. The Clerk is to discuss with the Council at the next meeting the possibility of adding double yellow lines outside the clubhouse to replace the original white zig-zag.	EB
k) Tender: The Clerk queried the issue of payment with the groundsman as questions were raised about issuing monthly, quarterly or bi-annual invoices. The Council is to continue to pay invoices in arrears as usual.	
l) Conservation in Recreation Ground: The Councillors were not able to discuss this item as Cllr Cullen was not present. Therefore it will be added to the June Agenda for discussion.	EC
m) Drainage issue in recreation ground: The contractor has now carried out one days' investigative work, revealing blocked and broken drains which have now	

been repaired. The Council is to wait for a short while to ensure that the repairs have improved the drainage problem before any further action will be taken.	Action
n) New PAYE system: The clerk informed the Council that the new PAYE system has been set up and that from May onwards the clerks invoices to the Council will cease with correct payslips being presented. From June the clerk is to be paid in line with current systems, being paid in the middle of the month for the whole month and not for the preceding one.	EB
o) Audit 2012/13: The clerk has worked with the Chairman to complete the accounts and informed the Council that the internal Audit has been completed and raised no cause for concern. The clerk is now to proceed with advertising the notice of inspector's rights and will complete the external audit when required.	EB
p) Department for Communities and Local Government: The clerk has forwarded details to all Councillors on the updated guidance and transparency on personal interests.	
q) Boundary changes: The Clerk informed the Council that in 2014 Lothersdale will be gaining some properties and enquired if they needed adding to the new map. The Council decided to not add Boundary lines at this point and is to request mapping details from the Council to keep on file.	EB
r) Village sign: The Clerk informed the Council that stone signs will not be permitted on the existing sites and will not be allowed on new ground. The Clerk is to inform the Jubilee Committee and report back to the Council.	EB

5/05 Public Question Time:

There was no adjournment for public question time as questions were raised within the Annual Parish meeting.

5/06 Finances:

Schedule of Payments May 2013:

Nestegg Financial Services, internal audit	50.00
Broker Network, PL insurance	882.77
Esther Barrows Apr-May fees	193.24
Chris Cowgill	346.00
NYCC Lighting repairs	3,671.59
Autela Limited, Payroll services	<u>213.00</u>
TOTAL	5,356.60

(ii) April 2013

Opening balance	£	
Current account	16,281.57	
Deposit account	<u>7,478.31</u>	
Total	23,759.88	23,759.88

Receipts		
1.3.13 Interest	<u>5.68</u>	
	5.68	23,765.56
Payments		
Digley Risk Assessment	48.00	
M. Parker bench installation	72.00	
Marmax Products	432.00	
Esther Barrows Mar-Apr fees	201.44	
YLCA Annual membership	177.00	
Chris Cowgill Mar fees	166.60	
Village Hall Trust rent Jan – Mar 13	54.00	
Village Hall Trust rent Apr-Sep 13	90.00	
Landscape Engineering	<u>2,323.43</u>	
	3,564.47	<u>3,564.47</u>
		20,201.09
Closing balance (April)		
Represented by:		
Cleared cheques	-3,474.47	
Uncleared cheques	90.00	
Lodgements/petty cash	5.68	
Current Account Barclays	16,281.57	
Deposit Account Standard Life	<u>7,478.31</u>	
	20,201.09	20,201.09

5/07 Correspondence:

There was no correspondence to report this month.

5/08 Planning:

Planning applications received:

Application number: 53/2013/13379

Proposal: Installation Of 1 No. 50kw Wind Turbine On A 23.6m Tower, With An Overall Height Of 34.2. Re-submission refused application 32/2012/13164

Location: Manor House Farm, Glusburn Moor, Glusburn. BD20 8JB

Applicant: Mr. Mathew Tidmarsh

The Parish Council commented that the planning application is within a protected open setting of the Lead mine. It will have an impact on the residential amenity and setting in context of the heritage feature. It would be the first turbine on view as you approach Lothersdale.

5/09 Members' Community Reports:

Date of the next meeting June 13th 2013

Signed..... Date