

## Arkholme with Cawood Parish Council

### Minutes of the Annual General Meeting

Wednesday 10<sup>th</sup> May 2017 at 7.30pm In Arkholme Village Hall

Contact: The Clerk, Gillian Hodgson, 6 Meadoway, Arkholme, LA6 1AT.

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1. No apologies for absence were received. Present at the meeting: Graham Jackson-Pitt, David Howarth, Chris Preston, Rachael Gibson, City Cllr Roger Mace, the Clerk Gillian Hodgson and 3 members of the public.
2. Minutes of the meeting held on 11<sup>th</sup> May 2016 were read and signed as a true record by Cllr Jackson-Pitt.
3. No matters were arising from the minutes of the previous Annual General Meeting.
4. PACT Annual Report for the year included 8 reported crimes. In July 2 crimes: Criminal damage on or near The Herb Gardens and Anti-social behaviour on or near Carus Park. In August two burglaries on or near Locka Lane. In September a burglary and a vehicle crime took place on or near Locka Lane. One crime reported in February: burglary on or near Locka Lane and in March 1 crime reported involved vehicle crime on or near Meadoway.
5. Chair's Report –

As is traditional with the Chair's report I'd like to start by thanking my fellow councillors Rachel Gibson, Chris Preston and David Howarth for all their input and support during the past twelve months. I'd also like to thank Charles Waddington who up until recently was part of this Council and who indeed Chaired it from June 2015 until his resignation in the November of 2016.

Gill Hodgson has continued to serve as the Parish Clerk during 2016/17 and her hard work has ensured the smooth running and effectiveness of the Council, likewise the support and guidance of Rodger Mace who continues to represent this Ward on the City Council has also been invaluable. I thank you all.

I will now provide a short summary of the Parish Council's activities over the last year.

- The Parish Council met 11 times during the past year and this includes one extraordinary meeting during October which was called in relation to a planning application on land near Thorney Croft;
- Planning often dominates the agenda and discussions of the Council and over the past twelve months we have considered some 24 planning applications. The majority of these have been for tree felling and/or maintenance however a small number have been for new development this includes on land south of West House, land near Thorney Croft (twice) and most recently at Poole House.
- In 2015 the Council wrote to the Lancaster City Council seeking assurances that within the lifetime of the Local Plan there would be no further development on the scale of those at the Sheilling and that proposed for behind the Methodist Chapel. More recently, this year the Council responded to the Local Development Plan Consultation highlighting the inaccurate designation within that document of Arkholme as a sustainable settlement. This designation implies that the village has the infrastructure to support significant new house building but as we all know this is not the case. It is our hope that this designation will be removed in the final version.

- That designation along with pressing housing targets for the country and local area mean it is likely that there will be continued pressure for development in Arkholme. Our experience also suggests that it is also unlikely that any new development would provide that missing infrastructure.
- The annual precept for 2016/17 was £3473 and this enabled the Parish Council to continue supporting a wide range of community activities, including:
  - Northwest Air Ambulance;
  - Wagtail Parish Newsletter;
  - Arkholme Village Hall Playing Field;
  - Arkholme Village Hall Defibrillator;
  - Crown Green Bowling Club;
  - Women's Institute;
  - Wagtail Playgroup & Toddlers;
  - Children's Sports and Christmas Party Committee.
- A risk assessment of Council assets was also carried out this year; this included the Parish Notice Board, benches, bus shelter, feeder pillar and flower tubs on the village green and the pounds. Whilst all of these are safe to use and function many are in need of minor repair or refurbishment. It has not been possible to complete these works during the past year so they will be carried forward.
- Whilst crime remains relatively low in the Parish the past year has seen an increase in the number of crimes reported compared to recent years. A total of seven crimes have been reported since last July these being criminal damage, antisocial behaviour, burglaries and vehicle crimes. I would encourage all Parishioners to continue being vigilant against crime and report any suspected crime to the police;
- The Hopewell Cup was contested this year through a photographic competition and despite the disappointing number of entries for this we were able to pick a winner. This was Pam Manton of Brunthill House on Main Street. As winner Pam will have the honour of judging and awarding the Hopewell Cup competition in the forthcoming year which will be a traditional style cake competition;
- The Council whilst still quorate has since the departure of Charles in November of last year been operating under strength. It is in everybody's interest that the Parish Council is able to provide a quorum and that it continues to reflect and represent the community. We have been seeking a fifth councillor for sometime without any success and I would ask everybody to actively encourage any interested individuals to get in touch;
- Part of being an effective Parish Council is ensuring good communications are maintained with the local community and I'd like to thank Chris May, Archie Stride and Michael Hampson who enable us to do this via the community email list, village website and Wagtail newsletter. I'd also like to thank the Arkholme Village Hall Committee who continue to make this meeting space available to us every month.
- Finally, I'd like to reiterate my thanks to my fellow Councillors alongside Gill and Rodger and say how much I look forward to working with them in the coming year.

## 6. Clerk's Report

The closing balance in the current account at the end of March 2017 is £3,224.81 Sheet 132 5<sup>th</sup> April. The bank reconciliation shows this to be a true balance. The precept of £ 3472.08 was received from Lancaster City Council on 12<sup>th</sup> April. Rents for Pounds were received at £12.00 each from Mr Pearson and Mrs Fairhurst. The accounts have been internally audited by Michael Cornall

on 29<sup>th</sup> April. The accounts are due to be audited externally by BDO LLP, Southampton by 26<sup>th</sup> June. The Annual Return, cash book, deeds, contracts, bills, vouchers and receipts relating to the accounts will be available for inspection and to make copies, by request, from the 27<sup>th</sup> June to 7<sup>th</sup> August (14 days minimum) as required by regulations.

7. Election of Chair, Vice-Chair and LALC Representative.  
Cllr Jackson-Pitt was nominated as Chairperson by Cllr Howarth and seconded by Cllr Gibson  
Cllr Howarth was nominated as Vice-Chairperson by Cllr Jackson-Pitt and seconded by Cllr Preston  
Cllr David Howarth to remain as LALC Representative for the Parish Council.
8. Finances: Cllrs agreed to Rents for Pounds remaining at £12.00 per annum due in December for the following year, and the Clerk's salary to increase to £940.00 Gross per annum payable quarterly.
9. Cllr Preston declared a change on his Notification by Member of the Parish Council of Other Interests. No changes were declared with regard to the Declaration of Acceptance of Office and Disclosable Pecuniary Interests.
10. Risk Assessment to be completed by Cllr Jackson-Pitt over the summer months.
11. There was no business introduced by Councillors.