

Arkholme with Cawood Parish Council

Minutes of the Parish Council Meeting held on Monday 3 June 2019

Present: Cllrs Graham Jackson-Pitt, David Howarth, Chris Preston, Co Cllr Phillippa Williamson, retiring Clerk Gillian Newton and newly appointed Clerk, Claire Helme. Two members of the public were present.

1 Apologies for absence: Cllr Rachael Gibson

2 Minutes of last meeting held 4 March: there were no matters arising from the minutes and these were signed as a true record by Cllr Jackson-Pitt.

3 Clerk's report:

a) Parking on Main Street near junction with Kirkby Lonsdale Road

This is still an issue and the School has requested that parents/carers do not use the roadside entrance for dropping off or picking up. The issue is of particular concern, when the mobile library is parked there.

Actions:

Cllrs to discuss further options with school before investigating other parking restriction measures.

Co Cllr Williamson to ask library to park in the hall car park from September and to inform the village and school of this change.

b) Pavement obstructions

Obstructions caused by pavement parking and bins on left out on 'bin day' The lowered kerbs are not always appropriate for motorised wheelchairs/scooters due to the width and camber of the pavement.

Action: Clerk to post message on Arkholme WhatsApp group.

c) Lights flashing on 20mph sign

Reported on 5 March and problem now rectified.

d) Crossroads road safety issues

Potential hazard reported by a parishioner for traffic turning left onto B6254 from Snab Green Lane. Highways are investigating possible siting of a mirror or a Stop sign to replace Give Way sign.

Action: Clerk to check progress in Highways reporting system.

e) Best kept village competition

Not entered last year as no volunteers to act as a contact. Cheque 611 not sent out and cancelled. Parishioner TM has offered to act as co-ordinator this year.

Action: Cllrs to advise co-ordinators to contact/visit the winning village to ascertain standard required.

f) Signage for the Sheilings

Signs advertising show homes for sale reported to Russell Armer and removed.

g) Elections to Parish Council

Graham Jackson-Pitt and Chris Preston elected (2 May)

David Howarth elected (23 May)

Rachael Gibson co-opted at Annual Parish Council Meeting (3 June)

Election of Kellet Ward District Councillor

Michael J Mumford (Lib Dem) elected (2 May)

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PACT report:

No crimes reported in Arkholme during Feb/March. Contacts PC Rob Barnsley, PCSO Sarah Shepherd or Rural Crimes Representative James Hodgson. morecambept@lancashire.pnn.police.uk or tel: 101 for emergencies.

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Finance:

a) Village pounds

The pounds are all rented out with £12 to pay by Mrs Dinsdale/Mrs Shannon/Mrs Gibson

b) Internal audit

The internal audit has been completed by Michael Cornall

c) Cheque (614) for £25 Carnforth Bookshop for internal auditor agreed by Cllrs.

d) Cheque (615) for £45 Carnforth Bookshop for Hopewell Cup competition agreed by Cllrs.

e) Cheque (616) LALC annual subscription £73.83 agreed by Cllrs.

f) Cheque (612) for BHIB £454.18 for renewal of parish insurance. Agreed by Cllrs. Contact details also changed.

g) Cheque (613) £66.68 E-on (includes a payment not recorded on 2017 statement for £25.92, statements received in April for the previous year. Agreed by Cllrs.

h) Precept of £3,490.20 has been paid by BACS into parish account by LCC.

i) The Certificate of Exemption (Part 2) from external auditing (for smaller councils) for the AGAR was signed and completed at the meeting. The Annual Governance Statement and Accounting Statements 1-9 were also read out, approved and signed. Cllrs agreed year end accounts and bank reconciliation and signed the ledger and cash book record. The contact details of the retiring clerk would be kept for this year's AGAR which would be placed on the noticeboards with records available for public inspection between 17 June-26 July.

j) Lloyds Bank mandate change form was signed and sent off to the Head Office on 17 May.

Action: Clerk to chase and go to branch with necessary ID documents.

k) HMRC account details have been changed with the new Clerk's payee details added.

l) A replacement internal auditor needs to be appointed as Michael Cornall has completed his last audit.

Action: Clerk to investigate possible replacements

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Planning:

a) **19/00182/FUL** change of use of agricultural land for the siting of 4 camping pods at Brown Edge Farm, Lancaster Brow, Arkholme, LA6 1AN.

Application permitted.

b) **19/0066/TCA** works to fell T1 ash and T2 sycamore for Mr R Wood, Arkholme School

Application permitted

c) **Terms of reference regarding planning applications:**

Cllrs agreed that a full printed copy need not be circulated prior to the meeting but that the application details be printed and available at the

meeting. Decisions on planning matters would continue to be made by majority opinion.

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LALC/NALC

- a) Clerk contact details have been changed. Cllr Howarth had attended the last but one meeting. ANOB policy a concern but there was nothing directly relevant to Arkholme to report.
- b) Annual report was sent out electronically.
- c) Spring Conference, Leyland Hotel, 15 June. No one available to attend.
- d) Policy E-briefing Traffic Commissioners' consultation on new vehicle operator licensing system circulated electronically. No comment made.
- e) Workshops June 2019. The Clerk expressed an interest in the Finance one in November.
- f) Welfare Rights Service Public Consultation. No date deadline.
Action: Clerk place on noticeboard when space available.

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Lancaster City Council

Nothing to report

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Lancashire County Council

Consultation on proposed changes to opening days/hours at Keer Bridge Recycling Centre. This has now been passed with hours reduced to 9-5pm all year and 2 closure days per week to be confirmed.

Action: Cllr Williamson to inform Parish Council of days when Centre will be closed when decision made.

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Hopewell Cup competition:

Entries to be submitted to Cllr Jackson-Pitt by 11 October to link with Apple Pressing Day. No age categories. £15 book token for winner of each category. Judge will be David Smith, last year's Hopewell Cup Winner. Residents to use the Arkholme PC email address for communication.

Action: Clerk to purchase 3 x £15 book tokens after September meeting.

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500 words school competition:

Cllr Gibson to be the contact for this.

Action: Clerk to contact Cllr Gibson for an outline of the competition to be brought to next meeting.

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Lancashire Archive:

Information on what the archive will accept and what it already holds from Arkholme PC was received and circulated. As there are many boxes of paperwork held by the Clerk this needed to be sorted and sent to Preston.

Action: Clerk to arrange a day in the summer to sort material for the archive with Councillors.

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Clerks and Councillors Direct newsletter contact details changed.

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Additional business:

- a) **Planning notification 19/00568/FUL**
The Old Police House, Kirkby Lonsdale Rd, Arkholme, LA6 1AS
Erection of first floor extension to existing garage
No objections were raised by Councillors at the meeting.

- b) Neighbourhood Plan**
Cllr Preston requested an update. Cllr Jackson-Pitt informed members that a small group of parishioners continue to collect information to finalise a consultation which will be trialled before completion for Lancaster City Council. It was agreed to put it on the agenda for each meeting in future.
- c) Mowing of verges**
Cllr Howarth reported a request from a parishioner regarding County Council policy on cutting verges and hedges. Co Councillor Williamson suggested it is usually done by contractors 4 times a year dependent on weather conditions. Parishioners have been mowing verges near to their houses.
Action: Clerk to send WhatsApp message to encourage residents to report directly on Highways 'Report-It' system.
- d) Unauthorised signs**
Cllr Williamson had reported to Highways advertising signs for holiday lodges, on a signpost at Arkholme crossroads, and all over the immediate area. Highways had confirmed the yellow signs were unauthorised and would remove in due course.
- e) EVCPs**
Information was circulated electronically about new Electric Vehicle Charging Points at New St, Market St and Preston St in Carnforth.
- f) Pavement Parking**
Proposed pavement parking ban legislation is aimed to come into effect for Scotland in 2020 but in England no final decisions have yet been made. If it became law it could create problems for villages with narrow streets and restricted parking.
- g) Bus service 81A**
Cllr Williamson reported that around 19,000 trips had been taken on the recently reintroduced Lune Valley bus service 81A and that this was subsidised at £3.60 per journey by LCC so the more people that can use this service the better.
- h)** Reports were received of a sign near Docker Lane that had been levelled. It was agreed that the parishioner report it on the Highways 'Report-It' system.
- i)** Rural Network Bulletin was circulated electronically.
- j) LALC nomination of Parish Star performers** was circulated electronically.

The next meeting was scheduled for **Monday 1 July at 7.30pm** in Arkholme Village Hall.

Claire Helme
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Cheques agreed and signed by Councillors this month.

611	Cancelled cheque for Lancashire Best Kept Village Competition
612	BHIB Insurance Renewal £454.18
613	E-On festive lighting £66.68
614	Carnforth Bookshop Internal Auditor £25.00
615	Carnforth Bookshop Hopewell Cup competition £45.00
616	LALC Annual subscription £73.83