

Arkholme with Cawood Parish Council
Minutes of the Parish Council Meeting held Monday 6 January 2020

Present: Cllrs Graham Jackson-Pitt, David Howarth, Rachael Gibson,
Chris Preston, Co Councillor Phillipa Williamson, the Clerk Claire Helme.
4 members of the public were also present.

1 Apologies: Lisa Tamlin

2 Declaration of conflicts of interests: none declared.

3 Minutes of the last meeting held 4 November: Cllr Gibson proposed acceptance of the minutes, this was seconded by Cllr Preston and signed as a true record by Cllr Jackson-Pitt.

4 Future of the Wagtail newsletter:

Michael Hampson, as the Editor of Wagtail, outlined his reasons for wishing to bring the regular production of the Wagtail newsletter to an end. He explained that there was, perhaps, potential to produce a slimmed down version around Christmas, Remembrance and other special events, but not regularly. It was felt by the current team that the email newsletters distributed in Arkholme, Gressingham and Whittington were more widely read than the print version and could be communicated to residents very quickly. Less effort generally was being made to put material into Wagtail; there was often very little for the Editor to include, and he felt that he could no longer commit over 25 hours a month to the project. The distribution team also did not wish to continue in the role. Cllr Gibson stated that Wagtail was, in fact, very much valued by the community and was an important record of past events in the lives of all 3 parishes. She was happy to contribute to the formation of a new editorial team and hoped Wagtail could continue even if in a different incarnation. There could potentially be regular columnists and contributors, classifieds, local history articles, articles celebrating events with perhaps even a different editor for each village. The newsletter could be pinned up at the village hall rather than delivered with perhaps a hard copy available on line as well. The possibilities for Wagtail to reinvent itself were limitless. Councillors stated that they would be happy to help facilitate and support the project/new team, but that a separate meeting and committee was needed to enable this to happen. As in previous years the production of Wagtail could be aided by an S137 donation from the Parish Council. The Parish Council could also contribute towards the cost of room bookings for further meetings.

5 Best Kept Village Competition:

Trevor Manton stated that he had held a meeting a few months ago and now has a list of helpers. Several maintenance tasks need completing but he needed to check with the parish council first. A tree outside the school playground needs a sucker removing, the grass area near it needs maintenance as well as several hedges. It was thought that the city council pay local farmers to cut hedges so we do not want to end up paying twice if required to help with costs. The grit bins could be relocated using volunteers but the waste bins are a Lancaster City Council responsibility and they would need to be contacted. A volunteer team could clear around the Arkholme village sign and wash the bus shelter which is county council owned but appears on our asset register. It might be advisable to check with the City Council regarding other areas that need attention. The entry fee for the competition would be in the region of £20 with the deadline for entries 31 March.

Actions:

Trevor Manton to ask LCC about bin relocation, hedges and strimming etc

Trevor Manton to get price for dog waste bag dispenser and send to the Clerk.

6 Clerk's report:

a) **Highways updates**

Main St parking:

Co Cllr Williamson and the Clerk had received many complaints about the 'A' boards being left outside the School all the time although undoubtedly beneficial at school opening/closing. As the school staff did not have time to bring them in and out one suggestion was that one of the older children could perhaps be entrusted with this task. Otherwise, residents that were passing at convenient times could potentially be asked to help out.

Action:

Clerk to ask School about potential help from older children with the 'A' boards.

b) Meeting in November with Environmental Services:

Co Cllr Williamson and the Clerk had met with the head of Environmental Services, Will Griffith, at Lancaster City Council to discuss various issues in the Lancaster Rural North area. Mowing and hedge cutting are completed according to a complicated schedule and missed verges etc often arise due to landowner issues. It is not generally recommended that residents undertake mowing or strimming themselves as these areas might not be mown next time. Weed spraying should only be undertaken by the City Council. Environmental Services have, on occasion, come out and done special clearing up sessions for entry into Best Kept Village competitions and should be contacted about this if required.

c) Update on other actions:

None of the grit bins have yet been relocated although we have Highways permission to do so. All grit bins were refilled in the autumn so are now extremely heavy. Moving them can be done as part of preparations for Best Kept Village. A note needs to be made of how many we have, and where they are located/relocated for the Highways department to update.

d) Hopewell Cup:

This needs to be engraved with the name of the winner, valued and reassessed for insurance purposes.

Action:

Cllr Jackson-Pitt to arrange engraving and valuation of the cup.

6 Planning application update:

a) **19/01402/LB** Gowan Hall, Kirkby Lonsdale Rd, Arkholme, LA6 1BE

Listed building application for the installation of a replacement roof and the rebuilding of gable wall apexes on attached barn.

Awaiting decision. No objections from councillors provided that the conditions of the bat survey are adhered to.

7 Finance:

- a) The Clerk gave an annual budget forecast detailing expenditure already made and approximate expenditure still due to go out in this financial year. A prediction of costs for the next financial year was then made. The City Council had advised the Clerk that a precept of £3,546.51 was the amount to set to achieve a 0% increase on council tax bills with £20.26 payable on a band 'D' property.

The motion to set the precept at £3,546.51 was proposed by Cllr Jackson-Pitt and seconded by Cllr Gibson.

- b) The rent of £12 for one of the pounds was received in July from Cllr Gibson and the rent for the second pound is due this month from Mrs Fairhurst. The annual rent needs to be set at the AGM.
- c) Cheque no 624 for £87 for Arkholme School for book prizes for the 500 words competition was approved and signed by Cllr Jackson-Pitt and Cllr Preston.
- d) Cheque no 625 for £317.28 for the Clerk's wages and expenses was approved and signed by Cllr Jackson-Pitt and Cllr Preston.
- e) Cheque no 626 for £65.97 for Arkholme School for refreshments for the Procession of Light was approved and signed by Cllr Jackson-Pitt and Cllr Preston.
- f) Cheque no 636 for £208 for G.V.Higton for festive lighting was approved by Cllr Jackson-Pitt
- g) Cheque no 637 for £288 for Charlesworth Tree Care Ltd for supply and erection of the Christmas tree was approved by Cllr Jackson-Pitt.
- h) S137 donation requests from Arkholme Village Hall (3 requests - annual maintenance, upkeep of defibrillator and mowing of playing fields), Arkholme Crown Green Bowling Club, Arkholme and District WI, Arkholme Baby and Toddler Group, Arkholme Lunch Club and Arkholme School PTFA were awarded a donation of £100 each (cheque no's 628-635) as in previous years. Acknowledgement for audit purposes would be needed and recognition of the Parish Council in supporting the community on any publicity would also be appreciated. This was proposed by Cllr Jackson-Pitt and seconded by Cllr Howarth and accepted by all present.
- i) The Clerk had identified cheques no 550 and 603 as never presented, and out of date, and these were officially stood down and added back into the bank balance. This was approved by Cllr Jackson-Pitt and seconded by Cllr Howarth. Bank statements 154 and 155 are missing and duplicates need to be obtained from the bank as soon as possible for the end of year audit.

Action:

Cllr Jackson-Pitt to ask the bank for duplicates as soon as possible as the Clerk is not a signatory.

8

500 words competition update:

Cllr Gibson reported that the day had gone well despite unavoidable teacher absence at the school. The local author, Jo Baker, had enjoyed presenting the prizes and giving a talk and was willing to attend next year. All the children were excited by the competition with some very impressive entries. The trophy made, in the form of a book, by Paul Case and engraved with the name of the overall winner was very much appreciated by all. The Parish Council was thanked for its support of the competition by the school.

9

Christmas tree and Christmas social event update:

The Christmas social event and the Procession of Light was a very successful event. The Christmas tree was installed and the lights were ready for the switch on but there had been several problems. The lighting engineers had once again been unable to connect to the box and had connected to Cllr Howarth's domestic supply. The Clerk had sent a 'nil return' to ENWL and hopefully no charge would be made for the

electricity. The Christmas tree was leaning dangerously near the school fence, owing to the high winds, and had to be repositioned and strengthened a day after installation. It had been difficult for the Clerk to receive information on progress not living in Arkholme although the School Secretary had been very helpful in this regard. Christmas preparations would need to go on the agenda in October next year in order that the Clerk can gather all the necessary information for efficient planning.

- 10 **Village Hall new user agreement, hall rental invoice and meetings for next year:**
The Clerk had filled in the user agreement and booked meetings for the first Monday of the month. The first Monday in May was not a bank holiday this year so could be booked for 4 May.
Cheque no 627 for £105 for charges for hire of the hall was approved by Jackson-Pitt and seconded by Cllr Preston.
- 11 **PACT report:**
One crime categorised as ‘vehicle crime’ recorded in Locka Lane in October (under investigation).
One crime categorised as ‘other theft’ recorded on Carus Park in November (under investigation).
- 12 **Additional business:**
Cllr Howarth reported that he had attended the recent LALC meeting and that they are now to be held quarterly. He had now attended 25 of these meetings over the years. Historic Rights of Way can now be checked on the ‘parliament’ website. Gates are increasingly being used to replace stiles on public footpaths. The next LALC meeting is 30 March.
- 13 **Date of next meeting:**
This was scheduled for Monday 3 February but later postponed to **Monday 2 March** as the council will not be quorate in February.

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