

Arkholme with Cawood Parish Council
Minutes of the Parish Council Meeting held Monday 1 June

This meeting was held remotely due to the social distancing requirements of Covid-19

Present: Cllrs Graham Jackson-Pitt, David Howarth, Chris Preston and the Clerk Claire Helme.

1 **Apologies:** Co Cllr Phillippa Williamson

2 **Declaration of conflicts of interest:** Cllr Howarth declared an interest in tree works application no 20/0068/TPO to be discussed in additional business as the application was circulated later.

3 **Minutes of the last meeting held 2 March:** Cllr Howarth proposed acceptance of the minutes of 6 April and this was seconded by Cllr Preston.

4 **Clerk's report:**

The Clerk reported seeing gully cleaners in Main Street clearing the drains previously reported.

Lancaster City Council Environmental Services staff have been redeployed during the crisis so no mowing has been possible so thanks to David Smith who has mowed Arkholme village green.

Keer Bridge recycling centre will reopen on 4 June on an appointment only basis.

Flytipping and overflowing bins have been reported in the area as a whole. The Clerk had received no such reports from Arkholme but Cllr Jackson-Pitt reported a large box containing McDonalds waste on top of the litter bin on Riverside and therefore concluded that visitors from outside the village were returning after lockdown to picnic near the river.

An increase in traffic has been reported by local councils.

At fortnightly Covid-19 parish support meetings held online the Clerk has reported on the initiative led by Michael Hampson/Robert and Carole Webb and other volunteers regarding support for the vulnerable during the crisis and the success of the Foodbank Challenge co-ordinated by Chris May and Chris/Siobhan Collingwood. Most parish councils have reported a great community response to the crisis and have not requested much additional help from city council or other related agencies.

5 **Finance:**

a) Internal audit report

All councillors agreed that the new auditor had produced a very comprehensive and professional report. All elements of the AGAR and internal accounts have been approved without concerns. With regard to the budget/precept setting he recommended that the parish council increase its reserves so that any unforeseen electoral expenses or similar large demand could be easily covered. He also recommended submitting a VAT return this year as there were 2 large bills on which approx £100 could be recovered. Councillors agreed to revisit the budget recommendations at the next budget/precept setting meeting.

b) Certificate of Exemption

Approval of the certificate of exemption was proposed by Cllr Howarth and seconded by Cllr Preston and approved by all.

- c) Annual Governance Statement
Approval of the annual governance statement was proposed by Cllr Howarth and seconded by Cllr Preston and approved by all.
- d) Approval of Accounting statements 1-9
Approval of the accounting statements was proposed by Cllr Howarth and seconded by Cllr Preston and approved by all.
- e) Period of commencement of the exercise of public rights and inspection period.
The date of announcement was set for the 8 June with the inspection period Monday 15 June to Friday 24 July and this notice would be placed on the noticeboard. The AGAR documents will then be published on the Lancaster City Council website under Arkholme Parish Council. This was proposed by Cllr Howarth and seconded by Cllr Preston and approved by all.
- f) Approval of financial risk assessment, year end accounts and ledger
Approval of the above was proposed by Cllr Howarth and seconded by Cllr Preston and approved by all. It was established that the Clerk could sign the AGAR documents as her job title and contract is titled Clerk/RFO.
- g) Cheque (643) for Derek Whiteway for £30 for the internal audit.
This was proposed by Cllr Jackson-Pitt and seconded by Cllr Preston and approved by all.
- h) The precept remittance for 2020/21 for £3,546.51 was received in April by the Clerk.

6 Planning updates:

- a) **20/00319/FUL** Bainsbeck Barn, Kirkby Lonsdale Rd, Arkholme, LA6 1BA.
Erection of an agricultural building for livestock and storage. Comments made by councillors regarding effluent storage/discharge as not clear on application. Awaiting decision.
- b) **20/0048/TCA** Meadowlands, Main St, Arkholme, LA6 1AU.
Fell (T1) Holly. Awaiting decision.
- c) **20/0035/TCA** South View, Main St, Arkholme, LA6 1AU.
Ash (T1) remove overhanging branches. Application permitted.
- d) **20/00072/FUL** Woodside, Kirkby Lonsdale Rd, Arkholme, LA6 1BA.
Retrospective application for the retention of a boundary fence. Application refused.

7 Public Rights of Way - Local Delivery Scheme 2020/21

Lancashire County Council are offering an increased amount of £500 this year and interested parish councils need to provisionally register by 1 June. Cllr Jackson-Pitt has sent out an email asking for suggestions as to where and how this money could be utilised. Two residents had replied citing boggy sections, fallen trees and a lack of dog gates on the Lune Valley Ramble and also there had been a request for help with funds for work on the diverted footpath on land near Willow Cottage.

Actions:

Clerk to register to receive the money and to contact Gressingham PC regarding possible liaison on the Lune Valley Ramble as there was work required near the parish boundary.

Cllr Jackson-Pitt to organise a list of work needed (vegetation clearance etc) on local public footpaths so as to work out the costs involved.

- 8 **Best Kept Village:**
The competition has now been officially cancelled by the organisers. We do not yet know whether Arkholme will re-enter next year.
- 9 **PACT report:**
Co Cllr Williamson's last update outlined reports of lack of social distancing at local beauty spots around Silverdale, Crook O'Lune and the Millennium cycle path. Increased numbers of the public have reported their neighbours for perceived lockdown breaches. Increased reports of motorcycles being used off road on public land have led to a number being seized. Thefts of a Land Rover and power tools taken from a shed were also reported at Sunnybank Farm.
- 10 **Additional business:**
Tree application **20/0068/TPO**
1 silver birch tree - Crown lift and reduce height by approx 20%
1 beech tree- reduce branches, thin and carry out full crown reduction
Cllr Howarth exited the meeting (conflict of interest) and there were no comments made by the other councillors.
General planning policy
The Parish council is not a statutory planning enforcement body and cannot act on hearsay. Complainants wishing to report perceived planning infringements should either attend a full parish council meeting in person or send a written complaint which should not be anonymous. Councillors will then discuss the complaint and a majority decision will then be taken about whether or not to lodge an official complaint with the planning enforcement officers. This was agreed as council policy by all present at the meeting.
- 11 **Date of next meeting:**
This was scheduled for Monday 6 July and may be online or held outside depending on circumstances.

Claire Helme
Clerk
Arkholme with Cawood PC