

CROSSCANONBY PARISH COUNCIL
Including the villages of Birkby, (parts of) Bulgill, Crosby, Crosby Villa and Crosscanonby
Chairman of the Parish Council: Peter Courtier, Cannondale House, Crosby, Maryport, CA15 6SP

Minutes of the Annual Parish Council Meeting
Tuesday, 16th May, 2023

PRESENT

Cllrs Courtier, Gibson, Martin, Parkin & Halley
T Chamberlain

1/23 ELECTION OF CHAIR

Cllr Courtier was elected as Chair for 2023/24 and duly signed the Declaration of Office

2/23 ELECTION OF VICE-CHAIR

Cllr Morgan was elected as Vice Chair for 2023/24

3/23 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE

Cllrs Morgan & Yea

4/23 APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD 17th APRIL 2023

The minutes of 17th April 2023 were **APPROVED** and signed as a true record by the Chair

5/23 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICER TO GIVE NOTICE OF INTEREST ON ITEMS ON THE AGENDA

None

6/23 TO CONSIDER WHETHER THERE ARE ANY ITEMS ON THE AGENDA FOR WHICH THE PRESS AND PUBLIC SHOULD BE EXCLUDED

None

7/23 PUBLIC PARTICIPATION

7.1 To receive comments and representations from members of the public

Cllr Martin reported complaints concerning the flower tubs. They are due to be tidied and planted by Solway Garden Landscapes

7.2 To receive reports from the Cumberland Council member - None

8/23 CO-OPTION ONTO THE COUNCIL

Tom Chamberlain was duly co-opted onto the council

9/23 INTERNAL AUDIT

9.1 Councillors **RECEIVED** the Internal Auditor's report – Councillors thanked the Clerk, and noted that the auditor had pointed out the level of reserves needs to be increased (this has been budgeted for this year)

9.2 To review the effectiveness on Internal Audit control and consider the re-appointment of Jean Airey as Auditor for 2023/24. – Councillors **REVIEWED** the document and appointed Jean Airey as Auditor for 2023/24

10/23 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2022/23

10.1 Section 1 (Annual governance Statement) was **APPROVED** and duly signed by the Chairman & RFO

10.2 Section 2 (Accounting Statements) of the AGAR were **APPROVED**, & duly signed by the Chairman & RFO

11/23 STANDING ORDERS AND FINANCIAL REGULATIONS

Both the Standing Orders and financial regulations were reviewed – no amendments required, and the council re-adopted the CALC Models

12/23 ASSET REGISTER & RISK ASSESSMENT

The asset register was **REVIEWED** and accepted by Council (amendment required per WG). The Risk assessment was **REVIEWED AND AGREED** by Councillors

13/23 CODE OF CONDUCT

The code of conduct was **REVIEWED** and re-adopted by Councillors

14/23 FINANCE MATTERS

14.1 To receive and authorise the monthly payments – **RECEIVED and AUTHORISED**

14.2 To receive the monthly financial statement – **held over until next month**

14.3 It was **APPROVED** that the Direct debit mandates for the two water supplies to the allotments continue.

14.4 Budget Monitoring - **NOTED**

15/23 MIDTOWN FARM EASEMENT

The Chair reported that our Solicitors had submitted documentation to Land Registry. The property is for sale, with the potential for additional dwellings to be built above the 5 that has planning approval. In the event of the property being sold to a developer it was **AGREED** that a developer contribution should be pursued.

16/23 INSURANCE

It was **RESOLVED** to accept the renewal quote from BHIB

17/23 BIRKBY VILLAGE GREEN

The Chair updated members regarding the waterlogging. United Utilities had investigated and it appears there is no burst, although the Clerk is to follow up with UU as no formal acknowledgement has been received. The Council will need to investigate whether there are any broken drains. A contractor has been approached, and the Clerk is to obtain cable plans before any work is authorised

18/23 MEMBERS REPORTS

- WG – Allotments – 4 at Crosby are of concern. A formal inspection to be undertaken shortly. WG has been approached by a resident of Dearham asking to rent 2 of the allotments at Villa that are prone to flooding for hens. **AGREED**, and the Clerk was requested to contact him. PC – Requested Clerk order materials for repair to play areas

19/23 TO RECEIVE THE CLERKS REPORT

- Revised invoice received from I Rumney
- Reminder re Register of Interests
- Problems with website- Clerk to investigate whether another host/site can be compiled

- Planning decisions – clerk to investigate some planning applications that we appear not to have been consulted upon.

Meeting Closed 8.45pm

Date of Next Meeting

Monday 12th June, 7pm