

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
Monday, 13th May, 2024

PRESENT

Cllrs Courtier, Morgan, Parkin, Yea & Halley

1/24 ELECTION OF CHAIR

Cllr Courtier was elected as Chair for 2024/25 and duly signed the Declaration of Office

2/24 ELECTION OF VICE-CHAIR

Cllr Morgan was elected as Vice Chair for 2024/25 and duly signed the Declaration of Office

3/24 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE

Cllr Gibson

Cllr McCarron-Holmes (Cumberland Council)

4/24 APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD 8th APRIL 2024

The minutes of 8th April 2024 were **APPROVED** and signed as a true record by the Chair

5/24 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICER TO GIVE NOTICE OF INTEREST ON ITEMS ON THE AGENDA

None

6/24 TO CONSIDER WHETHER THERE ARE ANY ITEMS ON THE AGENDA FOR WHICH THE PRESS AND PUBLIC SHOULD BE EXCLUDED

None

7/24 PUBLIC PARTICIPATION

7.1 To receive comments and representations from members of the public - None

7.2 To receive reports from the Cumberland Council member - None

8/24 INTERNAL AUDIT

8.1 Councillors **RECEIVED** the Internal Auditor's report – Councillors noted the recommendation by the auditor to have a reserves policy. The Clerk will bring a draft to a future council meeting for consideration

8.2 To review the effectiveness on Internal Audit control and consider the re-appointment of Jean Airey as Auditor for 2024/25. – Councillors **REVIEWED** the document and appointed Jean Airey as Auditor for 2024/25

9/24 ASSET REGISTER AND RISK ASSESSMENT

9.1 The Asset Register was reviewed and approved by councillors

9.2 The Risk Assessment was reviewed and approved councillors

10/24 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2023/24

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

10.3 To approve the period for the Notice of Public Rights and publication of the unaudited Annual Governance and Accountability Return – **RESOLVED** that the period be set for Monday 3rd June, 2024 to Friday 12th July 2024

11/24 STANDING ORDERS AND FINANCIAL REGULATIONS

11.1 Standing Orders were reviewed and re-adopted by Council

11.2 It was noted that NALC had recently issued new model financial regulations and these will be brought to council for consideration at the next meeting.

12/24 CODE OF CONDUCT

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

13/24 INSURANCE

It was **RESOLVED** to accept the renewal quote from Clear Councils (formerly BHIB)

14/24 SUBSCRIPTIONS

It was **RESOLVED** that the annual subscription to CALC continue for 2024

15/24 FINANCE MATTERS

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

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

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

15.4 Budget Monitoring – **NOTED**

16/24 ACCOUNTS/ALLOTMENTS

Councillors considered a proposal from SCRIBE Accounts (cloud-based accounting package and allotment management package). It was **RESOLVED** to subscribe to Scribe due to the benefits involved and cost savings with regards to the Clerks Salary

17/24 PLANNING

Consultation on Reference No: FUL/2024/0065. Applicant: Neil Fearon. Proposal: Construction of a detached self-build dwelling. Location: Land adjacent to Solway Villa, Crosby, CA15 6SH – No Objections, with potential access and drainage issues deferred to the Statutory Consultees

18/24 CLERKS REPORT

- No dogs signs ordered
- D Day flag delivered
- Kings Portrait delivered
- Request from an Allotment tenant to undertake a survey of allotment holders on the council's performance. Members **RESOLVED** not to undertake a survey. It was noted by the Chair that all

members of the public are welcome to council meetings where any issues can be brought up. In addition, consultation on allotment rules will be undertaken later in the year.

19/24 MEMBERS REPORTS

- LH – Dog fouling within nature reserve - suggested request AONB install signs
- LM – Claim that branch fell onto car at Crosby Villa – Not the Parish Councils responsibility – Park at own risk signs present
- LM- £900 in a dormant community account – has been agreed by signatories that can be used for Childrens Play Areas
- LM – Request for bench outside of play park – Clerk to look at prices
- LM – Afternoon tea to be held in Community Centre – council to consider a donation.
- LM- Defibrillator – council to consider a donation
- DY – Update on footpaths

Meeting Closed 8.45pm

Date of Next Meeting

Monday 8th July 2024