

# SCALEBY PARISH COUNCIL

## Minutes of the Parish Council Meeting held on Wednesday 15<sup>th</sup> May 2024 at 7.30pm in the Village Hall, Scaleby

1. **Determination of Minute taker for this meeting** - Cllr T Moore volunteered to take the minutes and distribute them.
2. **Election of Chairman** – Cllr G McGarr declared to remain in office. Proposed by Cllr Moore and unanimously accepted
3. **Declaration of acceptance of office of Chairman** – accepted by Chairman.
4. **Election of Vice Chairman** – Cllr T Moore agreed to continue. He was invited and proposed by Cllr McGarr and unanimously accepted
5. **Apologies for Absence** – Cllr G Little
6. **Declaration of Interest and Request for Dispensations** – none
7. **Minutes of the Meeting of the Parish Council held on 20<sup>th</sup> March 2024**
  - 7.1 Council received and approved the accuracy of the minutes of the Parish Council and authorised the Chairman to sign.
8. **Public participation**
  - 8.1 No members of the public were in attendance.
  - 8.2 **Unitary Authority Councillor Report.**  
There were no Unitary Councillors present.
9. **Administrative Matters**
  - 9.1 **Hallburn Wind Farm Grant Scheme**  
Cllr T Moore updated the Council on the scheme and application system with benefits to the local community especially for funding projects.
  - 9.2 **Scaleby Moss regarding Natural England**  
Cllr G McGarr gave an update on the planned presentation by Natural England on the Moss. Details of the date and venue will be published on the parish notice boards.
  - 9.3 **Summer 24 Rural Sessions Scaleby Village Hall**

Cllr G McGarr discussed suitable dates with Council and Michael Barnes who organises the sessions would be contacted by the Chairman to arrange and publish dates.

## **10. Financial Matters**

### **10.1.1 Annual Governance and Accountability form (AGR).**

The outgoing clerk Allan Dawes presented the Chairman with AGR and the Council accepted the details therein. The AGS was signed by the Chairman and a copy retained for the prospective new Parish Clerk.

### **10.1.2 Statement of Accounts**

The outgoing clerk Allan Dawes presented to Council the latest statement, which was approved and a copy held for the prospective new clerk. Allan Dawes was authorised to hold onto the HSBC Banking Card and Statement until due authority has been given for the new clerk to take on his duties.

### **10.1.3 To authorise the Chairman to sign Sections 1 and 2 of the Annual Return for year ending 31<sup>st</sup> March 2024.**

Cllr G McGarr accepted and signed the Annual Return.

### **10.1.4 To agree that Scaleby Parish Council can certify itself as exempt from a limited assurance review and authorise the Chairman to sign the Certificate of Exemption for submission to the external auditor.**

Council agreed and approved the exemption.

### **10.1.5 To review and update the Assets Register.**

Council reviewed and accepted the Assets Register.

### **10.1.6 To review and accept the Bank Reconciliation.**

Council reviewed and accepted the Bank reconciliation.

## **10.2 Payments**

Payments recorded by the outgoing clerk were agreed and approved by Council

## **11. Highways Matters – Updates**

### **11.1 Speeding**

Cllr McGarr gave an update on speeding (copy attached)

### **11.2 Verges**

Council discussed areas of interest with particular concern for the triangle of verge at the head of Scaleby Mill Lane which was damaged by manoeuvring milk tankers. Cllr T Moore informed council that the drivers involved were warned to cease using this area for manoeuvring. Highways would be informed by Cllr T Moore of the

damage with particular relevance to the cover over the water meter.

## **12. Planning Matters**

12.1 There were no planning matters but Cllr Moore alerted Council of a proposed application by the Scaleby Village Hall committee in the near future. Scaleby parishioners were invited on two dates in April to view the proposed plans of major renovations to the west side of the building and raise comments before the planning application was forwarded to the Cumberland Planning Authority.

## **13. Recruitment of clerk**

13.1 Cllr McGarr updated Council on the only applicant for the position. Mr Nick Phillips would be appointed subject to further checks. He was keen to use the "Scribe" accounting system currently in use by other parish councils, which was discussed by council on its merits. Meetings would be moved from the third Thursday to the FOURTH Tuesday if agreed. Cllr G McGarr would investigate a suitable day.

## **14. Council Matters**

14.1 Cllr R Marston noted that Chapel Lane was in need of repairing the road surface after parishioners had repeatedly reported it to Highways. Concern was highlighted as road repairs were being carried out in several areas of the parish in recent days. Council decided to wait a further period to see if Chapel Lane would be incorporated at the end of this schedule.

## **15. Date of next meeting**

**7:30pm 23<sup>rd</sup> July 2024 at Scaleby Village Hall.**

## **FURTHER DATES FOR MEETINGS**

**Tuesday 23rd July 2024**

**Tuesday 24th September 2024**

**Tuesday 26th November 2024**

**Tuesday 28th January 2025**

**Tuesday 25th March 2025**

**Tuesday 27th May 2025**