

SCALEBY PARISH COUNCIL

Minutes of the Annual Meeting of Scaleby Parish Council held on Wednesday 16 May 2018 in Scaleby Village Hall at 7.30pm

Present: Councillors L Thompson (Chair), J Bell, M Grant, G Little, R Marston and T Moore

In Attendance: City Cllr J Bainbridge

209/18 Election of Chairman 2018/19

Resolved that Cllr L Thompson be elected as Chairman for the Council Year 2018/19. Cllr Thompson signed the Declaration of Acceptance of Office.

210/18 Appointment of Vice-Chairman 2018/19

Resolved that Cllr G McGarr be appointed as Vice-Chairman for the Council Year 2018/19.

211/18 Apologies for Absence

Resolved that apologies be received and accepted from Cllr G McGarr. Apologies were also noted from City Cllr M Bowman.

212/18 Minutes of Meeting Held Wednesday 21 March 2018

Resolved that the minutes of the last meeting of the Parish Council be agreed and signed by the Chairman as a true record.

213/18 Requests for Dispensations

No requests for dispensations were received.

214/18 Declarations of Interest

Cllr Grant declared a pecuniary interest in planning application 18/0392.

215/18 Public Participation

No members of the public were present. City Cllr Bainbridge noted highways repairs in the Parish.

216/18 Financial Matters

216.1 Internal Audit Report

Resolved to receive and accept the end of year internal auditors report for the financial year 2017/18.

216.2 Certificate of Exemption

Resolved that the Parish Council wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 and to submit a Certificate of Exemption to the External Auditor following confirmation that gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2018.

216.3 Audit Commission Annual Return and Governance Statement for the Year Ended 31st March 2018

Resolved to approve the Annual Governance Statement and to authorise the Chairman to sign the Annual return.

216.4 Statement of Accounts to Year Ended 31st March 2018

Resolved to approve the Statement of Accounts and to authorise the Chairman to sign the annual return.

216.5 Insurance 2018/19

Resolved to accept of a quotation of £695.90 from Came and Company for the Council insurance 2018/19 as part of the previously agreed three-year long-term binding agreement.

216.6 SLCC Membership

Resolved to make a donation of £10 towards the Clerk's membership of the Society of Local Council Clerks.

216.7 Clerk's Salary

Resolved to adopt new pay scales for 2018-2019 in line with the National Joint Council salary award and to agree to the backdated payment from 1 April 2018 to be made to the Clerk. Also **resolved** to begin using D Malley Payroll Services from July 2018 to enable a return to monthly salary payments.

216.8 CALC Subscription

Resolved to authorise the 2018/19 subscription payment to CALC of £137.

216.9 Payments

Resolved to authorise payments as follows:

- Sarah Kyle, Reimbursements £119.87
- CALC, Subscription £137.00
- Came & Company, Insurance, £695.90
- Stanwix Rural Parish Council, SLCC Contribution, £10.00
- Bluezon, printing Scaleby News, £96.00
- Stanwix Rural Parish Council, GDPR training share, £30.00

216.10 Receipts

Resolved to note the receipt of £5,400 from Carlisle City Council in respect of the precept and CTRS grant.

216.11 Internet Banking/Standing Orders

Resolved to reconfirm approval for the Clerk to authorise internet banking payments and for the direct debit for ICO payments to continue. Also **resolved** that a standing order be set up for the Clerk's monthly salary payment after July.

217/18 Highways Matters

The uneven surface of the road on Chapel Lane was noted, this is to be re-reported although the state of the roads nationally was acknowledged.

A blocked drain at Scaleby Hall was reported - the Clerk to inform Highways.

The Clerk informed members that the previously mentioned Horsegills sign would be replaced but no timescale was available.

218/18 Administrative Matters

218.1 Programme of Meetings

Resolved that the calendar of meeting dates for the council year 2018/19 be:

- Wednesday 18 July 2018
- Wednesday 19 September 2018
- Wednesday 21 November 2018
- Wednesday 23 January 2019 (*note later than normal date*)
- Wednesday 20 March 2019

- *Wednesday 15 May 2019 - TBC (New Council Year)*

218.2 General Data Protection Regulations

Resolved to approve and implement policies, previously circulated, with immediate effect.

218.3 Standing Orders

Resolved to approve and implement updated Standing Orders, previously circulated, with immediate effect.

219/18 Planning Matters

18/0392 Carim, Scaleby Hill, Scaleby, Carlisle, CA6 4LY - Erection Of First Floor Rear Extension To Provide En-Suite To Existing Bedroom

Cllr M Grant left the meeting for this item only.

Resolved: No representations to be made on the application.

220/18 Council Matters and Agenda Items for Future Meetings

No matters were raised for the attention of the Council.

221/18 Schedule of Correspondence, Notices and Publications

A schedule of notices and publications received since the last meeting and not otherwise on the agenda were received and noted.

222/18 Date of Next Meeting

Resolved that the next meeting of the Parish Council will take place on 18th July 2018 in Scaleby Parish Hall at 7.30pm.

There being no further business the Chairman closed the meeting at 20.05.