

SCALEBY PARISH COUNCIL

Minutes of a Virtual Meeting held on Wednesday 20th May 2020 at 7.30pm

Present: Cllr L Thompson (Chair), Cllrs M Grant, G Little, G McGarr, T Moore and R Marston.

In Attendance: City/Cllr J Mallinson. The Clerk, S Kyle.

344/20 Welcome from the Chair and Apologies for Absence

The Chair welcomed everyone to the first virtual meeting of the Parish Council. Apologies were received and accepted Cllr C Hogg and City Cllr V Tarbitt.

345/20 Declarations of Interest and Requests for Dispensations

No requests for dispensations were received and Cllr Moore declared an interest in item 348.5.

346/20 Minutes of Meeting Held Wednesday 22 January 2020

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

347/20 Public Participation

County Cllr J Mallinson had no reports to note.

348/20 Administrative Matters

348.1 Virtual Meeting Standing Orders

An addendum to the Standing Orders had been circulated alongside the agenda to enable the Council to meet virtually during the pandemic.

Resolved to adopt the standing orders with immediate effect.

348.2 Pandemic Working Arrangements

Documentation outlining arrangements for working practices since the last meeting and during the COVID-19 pandemic had been circulated alongside the agenda.

Resolved to ratify the working arrangements.

348.3 Internal Audit Documentation 2019/20

Resolved that due to the cancellation of the previous meeting because of the COVID-19 pandemic, to retrospectively approve audit documentation from 2019/20 (as previously circulated alongside the March 2020 agenda) and to retrospectively approve the appointment of Mrs. P Cronin as internal auditor for 2019/20

348.4 Summer Play Days

Consideration was given to the hosting of up to three summer play days, given the coronavirus necessary social distancing restrictions.

Resolved not to host any play days in 2020.

348.5 Fingerposts

Cllr Moore left the room for the discussion of this item.

Resolved to pay for materials for the restoration of the three cast iron fingerposts in the parish. The restorations works to be completed free of labour charge by Cllr Moore.

349/20 Planning Matters

20/0197 High Hill Cottage, Scaleby, Carlisle, CA6 4LW - Change of Use of Land to Garden and Installation of Sewage Package Treatment Plant

Resolved to note that the Clerk responded under delegated powers with 'no representation' and permission has been subsequently granted

hst

350/20 Financial Matters

350.1 Payments

Resolved to approve payments, including retrospective payments, as follows:

Financial Year 2019/20

Sarah Kyle	March Salary	£145.56
HMRC	March PAYE	£31.80
Scaleby Village Hall	Rental	£75.00

Financial Year 2020/21

Sarah Kyle	April Salary	£145.56
HMRC	April PAYE	£31.80
CALC	Subs	£136.31
Sarah Kyle	May Salary	£145.56
HMRC	May PAYE	£31.80
Came & Company	Insurance	£351.00
Stanwix Rural Parish Council	SLCC Contribution	£11.00
Kierweb	Website Upgrade	£20.00

It was noted that the Village Hall Management Committee had paid for the own insurance policy, guided by ACT advice. It was agreed that they could consider submitting a donation request towards funds at a future meeting.

350.2 Receipts

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

350.3 Donation Request

Resolved to donate £100 towards the Great North Air Ambulance, the donation in respect of the previous financial year which was unable to be discussed due to the cancellation of the March meeting.

351.3 Annual Governance and Accountability Return 2019/20

351.1 Internal Audit Report

Resolved to receive and accept the end of year internal auditors report for the financial year 2019/20 with no matters brought to the attention of the Council.

351.2 Annual Governance and Accountability Return (AGAR) 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 2020 and that all criteria had been met.

351.3 Annual Governance Statement for the Year Ended 31st March 2020

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

351.4 Statement of Accounts to Year Ended 31st March 2020

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

352/20 Clerk's Report

Highways Matters

Several highways issues have been reported since the January meeting. These have all been reported to Highways. A site visit is required to progress many of them and will be arranged when appropriate, given any social distancing requirements during the pandemic.

339.2 Speed Limit Review, Burnhill

The request for the above remains ongoing.

339.3 Street Lighting

No response has been received to the request, taken forward by City Cllr Tarbitt, to have all streetlights in the parish have their bulbs upgraded to LED's.

353/20 Councillor Matters

Cllr Little requested information regarding the proposed Kingmoor waste incinerator. After discussion, the Clerk offered to request a place for Cllr Little, as representative for the Council, on the established opposition taskforce.

Cllr Marston noted that previously repaired potholes on Chapel Lane needed repair again after only a few weeks. The Clerk to re-report.

343/20 Date of Next Meeting

Resolved that the next virtual meeting of the Parish Council will take place on 15th July 2020 at 7.30pm.

There being no further business the Chairman closed the meeting at 8.15pm.

W. A. Thompson.

7/4/2021

SCALEBY PARISH COUNCIL

Minutes of a Virtual Meeting held on Wednesday 15th July 2020 at 7.30pm

Present: Cllr L Thompson (Chair), Cllrs M Grant, G Little, G McGarr and R Marston.

In Attendance: City Cllr D Shepherd. The Clerk, S Kyle.

355/20 Apologies for Absence

Apologies were received and accepted from Cllr T Moore. They were also received and noted from City/County Cllr J Mallinson and City Cllr V Tarbitt.

356/20 Declarations of Interest and Requests for Dispensations

No requests for dispensations were received and no declarations of interest were made.

357/20 Minutes of Meeting Held Wednesday 20 May 2020

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

358/20 Public Participation

No members of the public were presents.

City Cllr D Shepherd reported on the cost savings and environmental benefits achieved by the reduction in grass verge cutting. Cllrs acknowledged the positive benefits but requested the visibility on road junctions be prioritised. The removal of invasive species, such as Himalayan Balsam, was also requested; Cllr McGarr to email details to City Cllr Shepherd.

359/20 Administrative Matters

359.1 Kingmoor Incinerator

It was noted that a request to include a representative from the Parish Council onto the Taskforce had been refused. An update was requested as to the current state of the application. City Cllr Shepherd committed to sending a report to the Clerk as soon as possible.

360/20 Planning Matters

20/0332 Wesley Cottage, Chapel Lane, Scaleby Hill, Carlisle, CA6 4LY - Installation of General Heating Including Installation Of 2100 Litre Below Ground LPG Storage Tank in Garden and 20/0338 (LBC)

Resolved to note that the Clerk responded under delegated powers and that permission has been subsequently granted.

20/0428 Scaleby Hill Farm, Chapel Lane, Scaleby Hill, Carlisle, CA6 4LY - Extension to Agricultural Building for Storage of Animal Feed & Farm Machinery

Resolved that no representations be made on the application.

361/20 Financial Matters

361.1 Payments

Resolved to approve payments, including retrospective payments, as follows:

Sarah Kyle	June Salary	£145.56
HMRC	June PAYE	£32.00
Sarah Kyle	July Salary	£147.95
HMRC	July PAYE	£31.80

LATG

361.2 Donation Request

Resolved to make a donation to Scaleby Village Hall to cover the cost of their insurance (maximum £546.92). The Clerk to firstly make a contribution request to City Cllr Shepherd towards the donation.

361.3 Annual Governance and Accountability Return 2019/20

Resolved to confirm that the external auditors have logged the exempt status for the year ended 31.03.20.

362/20 Highways Matters

Highways matters reported were:

- Potholes on Chapel Lane, Scaleby Hill, have been filled in successfully
- Questions were raised as to why the Scaleby road required resurfacing again and why a section in the middle had not been completed? It was unclear as to whether the parts that had not been resurfaced would be attended to later.
- Concerns over the verge erosion were raised with a query as to what can be done to prevent any further erosion.
- The protruding kerbstone at Longpark was reported again as a large piece of concrete is now protruding opposite it.
- A request to investigate the feasibility of white line painting on the corner adjacent to the church was made.
- Potholes outside the parish (Greenacres) were noted.
- The Clerk reported that no progress had been made with either the signage or speed review in Burnhill or street lighting information requests. No progress had been made with the on-site meeting for the ditch in between Fordsyke and Scaleby Mill either.

363/20 Councillor Matters

No additional matters were brought to the attention of the Council.

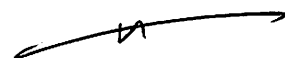
364/20 Date of Next Meeting

Resolved that the next virtual meeting of the Parish Council will take place on 16th September 2020 at 7.30pm.

There being no further business the Chairman closed the meeting at 8.13pm.

L.A. Thompson.

7/4/2021



SCALEBY PARISH COUNCIL

Minutes of a Virtual Meeting held on Wednesday 16th September 2020 at 7.30pm

Present: Cllr L Thompson (Chair), Cllrs M Grant, G Little and G McGarr.

In Attendance: City/County Cllr J Mallinson. The Clerk, S Kyle.

365/20 Apologies for Absence

Apologies were received and accepted from Cllrs R Marson and T Moore. They were also received and noted from City Cllrs D Shepherd and V Tarbitt.

366/20 Declarations of Interest and Requests for Dispensations

No requests for dispensations were received and no declarations of interest were made.

367/20 Minutes of Meeting Held Wednesday 15 July 2020

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

368/20 Public Participation

City/County Cllr Mallinson updated Cllrs with the latest news regarding the potential for local government reorganisation in Cumbria. He outlined the possible options for geographical boundaries and a likely timescale, should matters progress. He confirmed that any restructuring will not negatively impact upon parish councils.

369/20 Administrative Matters

369.1 Kingmoor Incinerator

The above matter was discussed at length, with it being noted that planning for the building has indeed been granted, however, no license for operating has yet been issued from the Environment Agency. An investigation into the planning process is concurrently taking place. Queries were raised with the quantity and nature of the waste to be incinerated and its location was agreed by those present to be unsatisfactory. City/County Cllr Mallinson will keep members updated and it was noted that the City Council officially oppose the site.

369.2 Local Government Reorganisation in Cumbria

This matter was discussed during public participation.

369.3 Climate Change: consultation on Carlisle strategy

Cllrs were asked to respond individually to the above consultation if desired.

370/20 Planning Matters

20/0428 Scaleby Hill Farm, Chapel Lane, Scaleby Hill, Carlisle, CA6 4LY - Extension to Agricultural Building for Storage Of Animal Feed & Farm Machinery

Resolved to note that permission has been granted.

LAST

371/20 Financial Matters

371.1 Payments

Resolved to approve payments, including retrospective payments, as follows:

- Sarah Kyle, August Salary £145.56
- HMRC, August PAYE, £31.80
- Sarah Kyle, September Salary £145.36
- HMRC, September PAYE, £32.00
- Scaleby Village Hall, £600 donation from City Cllrs
- ICO, data protection registration, £35.00
- Diane Malley, 6 months payroll services, £60.00

371.2 Receipts

Resolved to note the receipt of £600 donation from City Cllrs towards Scaleby Village Hall. Gracious thanks were offered to City Cllrs Mallinson, Shepherd and Tarbitt for their generous contribution.

371.3 NJC Local Government Services Pay Scales

Resolved to agree implementation of updated pay scales for the Proper Officer, backdated from 1 April 2020, at an additional monthly cost of £4.48.

372/20 Highways Matters

It was noted that all highways matters raised at the July meeting had been taken by City Cllr V Tarbitt following an offer made after the meeting. An update will therefore be requested from Cllr Tarbitt as to the progress of the various issues raised. Concerns were additionally made regarding safety and potential white line painting on other corners in the parish, including at the double bend at Croft Cottage, Hunley lonning, Barclose to Stoneknowe, Scaleby Hill to Smithfield and on the road towards the A6071 in an attempt to keep drivers focused on remaining on the correct side of the road. Additional concerns were raised regarding the speed of passing commuting traffic. City/County Cllr Mallinson clarified that regulations were prescribed by the Department of Transport, but he will take forward concerns to Highways in case any traffic calming measures are available.

Concerns were also raised regarding drainage works undertaken, querying whether this will exacerbate flooding problems on the Bar Lonning or whether levels are incorrect.

373/20 Councillor Matters

No additional matters were brought to the attention of the Council.

374/20 Date of Next Meeting

Resolved that the next virtual meeting of the Parish Council will take place on 18th November 2020 at 7.30pm.

There being no further business the Chairman closed the meeting at 8.23pm.

7/4/2021

L.A. Thompson

SCALEBY PARISH COUNCIL

Minutes of a Virtual Meeting held on Wednesday 18th November 2020 at 7.30pm

Present: Cllr G McGarr (Vice-Chair), G Little, R Marston, T Moore and L Thompson.

In Attendance: City/County Cllr J Mallinson. City Cllr D Shepherd. The Clerk, S Kyle.

Due to problems with the Cllr Thompsons internet connectivity, Cllr McGarr assumed the role of Chair for this meeting.

375/20 Apologies for Absence

Apologies were received and noted from City Cllr V Tarbitt.

376/20 Declarations of Interest and Requests for Dispensations

Dispensations in respect of precept setting were agreed at the November 2019 meeting for all Cllrs present.

377/20 Minutes of Meeting Held Wednesday 16th September 2020

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

378/20 Public Participation

City Cllr D Shepherd reported that he remains in dialogue with the City Council regarding invasive weed species in the parish.

379/20 Administrative Matters

379.1 Kingmoor Incinerator

It was noted that the consultation deadline had been extended until 30th November. Discussion was held regarding the site and plant suitability.

Resolved that Cllr Little compile a response; the Clerk to put him in touch with a Cllr from Stanwix Rural who may be able to assist.

379.2 Dark Skies Initiative

Discussion was held regarding the possibility of investigating and consulting on whether street lamps should be reduced in the time they are active in order to reduce light pollution and save costs. It was clarified that the street lamps are still under third party ownership with no immediate plans to transfer the costs to parishes and a rolling programme by the County Council to replace all bulbs to LED's was already underway.

380/20 Financial Matters

380.1 Payments

Resolved to approve payments, including retrospective payments, as follows:

- Sarah Kyle, October Salary £170.72

WAT

- HMRC, October PAYE, £38.00
- Sarah Kyle, November Salary £149.04
- HMRC, November PAYE, £32.80
- Diane Malley, Payroll, £60.00

A budget summary, with expenditure to date against budget, was circulated alongside the agenda. The balance at bank on 31 October 2020 was £11,189.68.

380.2 Donation Request

Resolved to donate £100 towards the Great North Air Ambulance (LGA 1972 s137).

380.3 Precept and Budget 2021/22

A report had been circulated alongside the agenda containing forecasted remaining income and expenditure levels for 2020/21; the proposed budget for 2021/22 and the estimated levels of financial reserves to be held on the 1st April 2022.

Resolved: To accept the proposed budget for 2021/22; the precept to remain at £5,400.

381/20 Highways Matters

381.1 Updates

No updates were available on previously raised matters. Concerns were again raised about flooding on the Horsegills road with serious concerns that an accident may happen. County Cllr Mallinson will take this to Highways again. Concerns were also raised regarding a collapsing ditch on the long straight towards the A6071. It was clarified that land owners are responsible for ditch maintenance and an education programme to remind local land owners of this may be required however the Clerk will take the issue up again with Highways to request the site meeting.

381.2 Footpaths

A complaint had been received regarding the state of local footpaths from a concerned resident. Cllr Moore confirmed he was currently walking each of the parish footpaths and would report any necessary findings to the appropriate authority. He also confirmed that he could install signage to remind walkers to close gates if required.

382/20 Councillor Matters

Cllr McGarr noted receipt of a woodland management plan for Scaleby Castle estate. Cllr McGarr will communicate with the land agent as it was agreed it would be useful to know if any tree diseases were found.

383/20 Date of Next Meeting

Resolved that the next virtual meeting of the Parish Council will take place on 16th January 2021 at 7.30pm.

There being no further business the Chairman closed the meeting at 8.23pm.

W.A. Thompson

7/4/2021

SCALEBY PARISH COUNCIL

Minutes of a Virtual Meeting held on Wednesday 20th January 2021 at 7.30pm

Present: Cllr L Thompson (Chair), Cllrs C Hogg, M Grant, G McGarr, R Marston and T Moore.

In Attendance: City/County Cllr J Mallinson. The Clerk, S Kyle.

384/21 Apologies for Absence

Apologies were received and accepted from Cllr G Little.

385/21 Declarations of Interest and Requests for Dispensations

No declarations were made and no requests for dispensations were received.

386/21 Minutes of Meeting Held Wednesday 18th November 2020

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

387/21 Public Participation

No members of the public were in attendance. City/County Cllr Mallinson reported that teams had been on high alert for potential flooding and were thankful that measures were not necessary, given the current social restrictions due to COVID. He reported that both the City and County Council's were supporting local health services whilst the pandemic remained at such high levels.

388/21 Administrative Matters

388.1 Kingmoor Incinerator

A letter detailing the opposition to the above had been submitted to the consultation and had been circulated to all members via email prior to the meeting.

389/21 Financial Matters

389.1 Payments

Resolved to approve payments, including retrospective payments, as follows:

- Sarah Kyle, December Salary £149.04
- HMRC, December PAYE, £32.80
- Sarah Kyle, January Salary £149.04
- HMRC, January PAYE, £32.80
- T Moore, Fingerposts, £157.74
- Equiphase, website hosting, £66.00

It was noted that the fingerposts renovations are very appreciated.

A budget summary, with expenditure to date against budget, was circulated alongside the agenda. The balance at bank on 31 December 2020 was £10,508.26.

LAST

390/21 Highways Matters

391.1 Highways Meeting

It was reported that a very good meeting between a Highways representative and the Council had taken place. The meeting had taken place on-site throughout the parish with areas of concern noted by the Highways officer for action in the future, where appropriate. The state of the ditches had been highlighted as well as the flooding on the Bar Lonning along with any other major issues. It was acknowledged that works are all being delayed by the pandemic, although an update and follow-up meeting will be requested in due course.

391.2 Updates

Flooding in numerous areas of the parish was reported due to the heavy overnight rain, including the main road and the Castle Gates. This was noted to be due to the verge erosion and an incorrectly placed grate.

A pothole near to the Hunley caravan park was reported; this to be reported to Highways for action by the Clerk.

392/21 Councillor Matters

Cllr McGarr reported that, further to the woodland management plan for Scaleby Castle, there were no serious issues to report, other than localised ash die back and some isolated bleeding in horse chestnut trees.

Cllr Grant reported instances of poaching in the area. Details were provided for members and everyone was asked to remain vigilant.

Cllr Thompson requested that an article be placed in the next newsletter to remind dog walkers to wear high-visibility clothing in the dark to ensure that vehicles could see them.

393/21 Date of Next Meeting

Resolved that the next virtual meeting of the Parish Council will take place on 17th March 2021 at 7.30pm.

There being no further business the Chairman closed the meeting at 7.56pm.

L.A. Thompson

7/4/2021

~~_____~~

SCALEBY PARISH COUNCIL

Draft Minutes of a Virtual Meeting held on Wednesday 17th March 2021 at 7.30pm

Present: Cllr G McGarr (Vice-Chair), Cllrs C Hogg (arrived 8.01pm), G Little, M Grant, R Marston, T Moore & L Thompson (arrived 7.38pm).

In Attendance: City Cllr V Tarbitt. The Clerk, S Kyle.

394/21 Apologies for Absence

No apologies were received.

395/21 Declarations of Interest and Requests for Dispensations

No declarations were made and no requests for dispensations were received.

396/21 Minutes of Meeting Held Wednesday 20th November 2021

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

397/21 Public Participation

No members of the public were in attendance. City Cllr Tarbitt reported concerns regarding a large planning application in Harker. Concerns were noted regarding the necessary utilities required to furnish such large developments.

Cllr Thompson arrived at 7.38pm due to connectivity problems. Considering this, Cllr McGarr continued in the position of Chair for this meeting.

398/21 Administrative Matters

398.1 Delegation and Pandemic Working Arrangements

A proposed delegation scheme had been circulated alongside the agenda and arrangements for moving the May meeting to ensure that it could be held virtually were considered. It was noted that should the law be amended to allow hybrid meetings, these would be impossible due to the lack of internet facilities in Scaleby Village Hall.

Resolved to adopt an updated delegation scheme, documenting procedures generally but particularly during the COVID pandemic. Also **resolved** to hold the Annual Parish Meeting and Annual Meeting of the Parish Council on Tuesday 4th May 2021 at the earlier time of 6pm.

398.2 Standing Orders and Financial Regulations

Resolved to note that the Clerk has reviewed the Standing Orders and Financial Regulations, with no amendments suggested to either document for the current Council year.

398.3 Internal Audit Documents

Resolved that the following updated documents be adopted and that the review of the effectiveness of the internal audit be declared adequate:

- internal audit checklist

WAT

- internal audit plan
- internal auditor terms of reference
- asset register
- risk assessment

398.4 Internal Auditor

Resolved to continue the appointment of Mrs P Cronin as internal auditor for the financial year 2020/21 and until further notice.

398.5 Fidelity Insurance Guarantee

Resolved to agree the adequacy of the above prior to receipt of the precept for 2021/22.

398.6 Local Government Reform

The proposals were briefly considered, and Cllrs were reminded that an information session would be provided virtually by CALC to enable them to listen to all parties. Cllrs were also reminded that they can respond to the consultation individually.

Resolved that a draft response will be compiled and circulated prior to submission; Cllrs should submit their preferred option to the Clerk prior to 6 April.

399/21 Financial Matters

399.1 Payments

Resolved to approve payments, including retrospective payments, as follows:

- Sarah Kyle, February Salary £149.04
- HMRC, February PAYE, £32.80
- Sarah Kyle, March Salary £149.04
- HMRC, March PAYE, £32.80
- Sarah Kyle, Stamp Reimbursements for forthcoming newsletter, £97.68
- Stanwix Rural Parish Council, Zoom contribution, £30.00

A budget summary, with expenditure to date against budget, was circulated alongside the agenda. The balance at bank on 28 February 2021 was £10,078.58.

400/21 Highways Matters

400.1 Highways Meeting

An update was provided regarding the Highways meeting attended late in 2020. Work remains ongoing and works have now been programmed.

Cllr Hogg entered the meeting at 8.01pm.

400.2 Updates

The increasing number of cyclists on the roads was discussed and it was noted that highways signs have recently been cleaned.

401/21 Councillor Matters

Cllr McGarr reported that the bench in between Barclose and Scaleby needed repair/renewal. This matter to be considered in due course.

Cllr Little questioned whether any progress had been made with the speed limit or signage in Burnhill; information will be sent to Cllr Tarbitt to be followed up.

Cllr Grant reported continuing instances of poaching in the area.

402/21 Date of Next Meeting

Resolved that the Annual Meeting of the Parish Council will take place on Tuesday 4th May. The meeting will directly follow the closure of the Annual Parish Meeting, which will begin at 6pm. Please note the earlier date and earlier time. Both meetings will take place via Zoom.

There being no further business the Vice-Chairman closed the meeting at 8.17pm.

W.A. Thompson

7/4/2021.

A handwritten signature consisting of a horizontal line with a stylized flourish underneath it.

SCALEBY PARISH COUNCIL

Minutes of a Virtual Meeting held on Wednesday 17th March 2021 at 7.30pm

Present: Cllr G McGarr (Vice-Chair), Cllrs C Hogg (arrived 8.01pm), G Little, M Grant, R Marston, T Moore & L Thompson (arrived 7.38pm).

In Attendance: City Cllr V Tarbitt. The Clerk, S Kyle.

394/21 Apologies for Absence

No apologies were received.

395/21 Declarations of Interest and Requests for Dispensations

No declarations were made and no requests for dispensations were received.

396/21 Minutes of Meeting Held Wednesday 20th November 2021

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

397/21 Public Participation

No members of the public were in attendance. City Cllr Tarbitt reported concerns regarding a large planning application in Harker. Concerns were noted regarding the necessary utilities required to furnish such large developments.

Cllr Thompson arrived at 7.38pm due to connectivity problems. Considering this, Cllr McGarr continued in the position of Chair for this meeting.

398/21 Administrative Matters

398.1 Delegation and Pandemic Working Arrangements

A proposed delegation scheme had been circulated alongside the agenda and arrangements for moving the May meeting to ensure that it could be held virtually were considered. It was noted that should the law be amended to allow hybrid meetings, these would be impossible due to the lack of internet facilities in Scaleby Village Hall.

Resolved to adopt an updated delegation scheme, documenting procedures generally but particularly during the COVID pandemic. Also **resolved** to hold the Annual Parish Meeting and Annual Meeting of the Parish Council on Tuesday 4th May 2021 at the earlier time of 6pm.

398.2 Standing Orders and Financial Regulations

Resolved to note that the Clerk has reviewed the Standing Orders and Financial Regulations, with no amendments suggested to either document for the current Council year.

398.3 Internal Audit Documents

Resolved that the following updated documents be adopted and that the review of the effectiveness of the internal audit be declared adequate:

- internal audit checklist



- internal audit plan
- internal auditor terms of reference
- asset register
- risk assessment

398.4 Internal Auditor

Resolved to continue the appointment of Mrs P Cronin as internal auditor for the financial year 2020/21 and until further notice.

398.5 Fidelity Insurance Guarantee

Resolved to agree the adequacy of the above prior to receipt of the precept for 2021/22.

398.6 Local Government Reform

The proposals were briefly considered, and Cllrs were reminded that an information session would be provided virtually by CALC to enable them to listen to all parties. Cllrs were also reminded that they can respond to the consultation individually.

Resolved that a draft response will be compiled and circulated prior to submission; Cllrs should submit their preferred option to the Clerk prior to 6 April.

399/21 Financial Matters

399.1 Payments

Resolved to approve payments, including retrospective payments, as follows:

- Sarah Kyle, February Salary £149.04
- HMRC, February PAYE, £32.80
- Sarah Kyle, March Salary £149.04
- HMRC, March PAYE, £32.80
- Sarah Kyle, Stamp Reimbursements for forthcoming newsletter, £97.68
- Stanwix Rural Parish Council, Zoom contribution, £30.00

A budget summary, with expenditure to date against budget, was circulated alongside the agenda. The balance at bank on 28 February 2021 was £10,078.58.

400/21 Highways Matters

400.1 Highways Meeting

An update was provided regarding the Highways meeting attended late in 2020. Work remains ongoing and works have now been programmed.

Cllr Hogg entered the meeting at 8.01pm.

400.2 Updates

The increasing number of cyclists on the roads was discussed and it was noted that highways signs have recently been cleaned.



☾ **401/21 Councillor Matters**

Cllr McGarr reported that the bench in between Barclose and Scaleby needed repair/renewal. This matter to be considered in due course.

Cllr Little questioned whether any progress had been made with the speed limit or signage in Burnhill; information will be sent to Cllr Tarbitt to be followed up.

Cllr Grant reported continuing instances of poaching in the area.

402/21 Date of Next Meeting

Resolved that the Annual Meeting of the Parish Council will take place on Tuesday 4th May. The meeting will directly follow the closure of the Annual Parish Meeting, which will begin at 6pm. Please note the earlier date and earlier time. Both meetings will take place via Zoom.

☾ There being no further business the Vice-Chairman closed the meeting at 8.17pm.

☾

