

**Minutes of a Meeting of Duddon Parish Council
Held at Duddon St. Peter's School
on Monday 30th November 2015**

PRESENT

Cllr G Goulborne	Chairman
Cllr J Warburton	Vice Chairman
Cllr A Green	

Mrs Sandie McBennett Clerk to Duddon Parish Council

30.11.01 Apologies for Absence

Resolved: Apologies for absence received from Cllr Deynam and Cllr Cummins were accepted.

30.11.02 Declarations of Pecuniary Interests

None received.

30.11.03 Minutes of the Meeting Held on 14th September 2015

Resolved: That the minutes of the meeting held on 14th September 2015 be agreed as a correct record and signed by the Chair.

30.11.04 Matters Arising

Play Area – covered later in the minutes.

Advert – The Clerk confirmed an advertisement had been placed in the local magazine “Grapevine” to engage with the residents of Burton and invite applications for the casual vacancy of Councillor.

30.11.05 Public Participation

Mr Leadbetter reported on the Memorial Hall matters. CCTV would not now be purchased for the hall. Contracting company Duttons had been given permission to use the Memoria Hall car park. Duttons had kindly offered a £500 donation to the Hall which was gratefully received. A presentation would be made on Thursday 3rd December 2015. The insurance company for the Hall had accepted liability for the Hall's toilet block which was sinking at one end. The Hall would have to meet the excess of £600. Quotes had been obtained for replacement front doors. An internal fire door also needed to be replaced. Mr Leadbetter would make a proposal to Cllr Leather and Cllr Deynam.

Mr and Mrs Jones wished to discuss the proposed plan at The Croft, Burton. They asked if it was usual for an application to be withdrawn? Councillors agreed; it was common. Mr and Mrs Jones then asked if it was normal for an application to be submitted in between the meetings of the Parish Council? Councillors again agreed and added; even if the application was received in between meetings, Cllrs would still visit the site of the application to make any observations which would be registered on the CWAC planning portal. Regarding the plan for The Croft, Cllrs had registered their concern on the height of the building for the small plot. Mr and Mrs Jones also wished Councillors to know about the vehicular access to the proposed site which was very difficult and had poor visibility.

30.11.06 Councillors Report

Cllr Leather was not in attendance.

30.11.07 Planning

- a) Planning Application 15/04500/FUL – Duddon Mill, Mill Lane Duddon
Conversion of existing building to form 3 dwellings.
No objections were raised.
- b) Planning Application 15/04415/FUL – Land at Back lane to rear of The Nook
Construction of single dwelling.
No objections were raised.
- c) Planning Application 15/4006/FUL – Land adjoining the Croft, Burton Road, Burton
Construction of single dwelling.
Application withdrawn.

- d) Planning Application 15/04662 – 1 New Road, Duddon
Two storey side extension.
No objections were raised.
- e) Planning Application 15/04675/OUT – Land to the rear of Beechcroft, Back Lane, Duddon
One detached two storey dwelling – Outline
No objections were raised.

Resolved: That the Parish Council had no objections to the Applications detailed above.

Councillors were asked if the new housing developments would have an effect on the drainage system currently in place? Cllrs replied; the question had already been asked of United Utilities and CWAC; no response had been received.

30.11.08

Highways Matters

Councillors had received reports of fly tipping outside the gates of the pumping station.

Action: The Clerk would report it to Waste Services.

The Chevron Markers on the bend of the A51 were becoming obscured by tree growth.

Action: The Clerk would contact the Highways Agency.

A street light was not working outside Greenacres.

30.11.09

Play Area

Councillors reported the fencing for the Play Area was complete. Other repairs such as the swings would be ongoing. The Clerk gave Cllrs literature received on play equipment.

30.11.10

Authorisation of Payments

Resolved: That the Parish Council authorised payment of the following accounts:

- | | | |
|----|------------------|---------|
| a) | Ringwood Fencing | £ 66.44 |
| b) | Clerk | £877.42 |

30.11.11

Audit

Annual Statements of Accounts and Governance 2014-2015

The Clerk outlined the Annual Statements of Accounts and Governance to Cllrs and gave an overview of the Annual Audit for the year 2014-15 prepared for external auditors BDO.

Resolved: That the Annual Accounting and Governance Statements be approved and signed by the Chairman and the Clerk.

30.11.12

Correspondence

HSBC - Parish Council Tax Status

The Clerk would complete and return the forms to HSBC.

30.11.13

Website/Social Media

The Clerk outlined to Councillors the recommendations of Parish Council Compliance and the use of Social Media and Website provision.

Resolved: That the Clerk be given permission to implement a social media account for Duddon Parish Council and to procure estimates for the set up of a Parish Council Website.

30.11.14

Transparency Fund

The Clerk outlined the guidance given on the Transparency Fund. The Fund would provide Councils with a turnover of less than £25,000 the opportunity to apply for funding ".....to become web-enabled and compliant with the Transparency Code for Smaller Authorities. The programme will provide support, training and guidance to assist those authorities that require support to move to online publishing of this information, ensuring these bodies are transparent and accountable to their local communities and up-to-speed in the digital age." *The Transparency Code for Smaller Authorities.*

Applications can be made to fund equipment and training. To be discussed further at the January Meeting.

30.11.15

Casual Vacancy - Burton

The Clerk confirmed an advert had been placed in the free local publication "Grapevine". No applications had been received to date.

30.11.16

AOB

Funding held from the housing development at The Headless Woman. The Clerk would seek clarification from Cllr Leather.

30.11.17

Date of Next Meeting

The next meeting of the Parish Council would be held on 19th January 2016 at Duddon St Peter's School at 7.30pm.

There being no further business to discuss the meeting closed at 8.40pm.

Signed..... Chairman

Date.....