

Minutes of the Annual meeting of Aldingham Parish Council held at 7.00pm, Thursday 11th May @ Gleaston Village Hall

Present: Cllrs; P Martin; A. Cook; A. Baumber; C. Park; V Brereton; S Hammond; J Butler

1. To elect Chairman for Council year

Resolved: To elect Cllr Martin as Chairman.

2. To elect Vice Chairman for Council year.

Resolved: To elect Cllr Cook as Vice Chairman

3. To co-opt Janet Butler as Councillor for South Ward and receive declaration of acceptance of office

Janet Butler was duly co-opted and signed a declaration of acceptance of office.

4. To receive apologies for absence

None

5. To sign as a correct record the minutes of the meeting held on 6th April, 2023

Resolved: That the minutes are signed as a correct record

6. To receive declarations of interest and requests for dispensations.

None

7. To review Council standing orders, financial regulations, code of conduct, asset register and risk assessment.

Resolved: To approve Council documents review

8. To note updates on matters from previous meeting.

- Tree @ Baycliff now removed as per Tree survey advice. The Clerk has advised contractor to postpone tree work at Leece until bird nesting season is over.

- The Clerk updated on Leece car park.

- Countryside access advised that whilst works were identified in the Parish survey in 2022, no works are on their list. Cllrs to provide Clerk with details of signposts etc needing repair/renewal to pass to C Access. Otherwise, any footpath issues can be reported to C Access via HIAMS.

- PCSO Madden had confirmed that Emergency vehicles are all informed of road closures.

- no issues reported at Aldingham Toilets

9. To receive reports from Cllr Cooper.

Cllr Cooper updated on the new WAF Council and Locality issues and hopes for future projects.

10. To raise any matters to pass on to PCSO Madden.

None

11.To receive comments from the public

Comment passed on regarding parking issue at Newbiggin. Advised to contact PCSO Madden.

12.To comment on/ratify/note planning applications and planning issues

Applications:

SL/2023/0292 – Muchland House, Coast Rd – erection of new car port

Resolved: Response of no objections

SL/2023/0310 – Site of former Copper Dog, Leece - Variations of condition 2 (approved plans) attached to planning permission SL/2018/0884 (Erection of four dwellings)

Resolved: Response of no objections

Notifications:

SL/2023/0026 – Farm shop, Baycliff – Demolition of existing (permanently closed) Farm Shop & erection of a single family 3 bed dwelling - refused.

SL/2023/0027 – Hard Knotts Bungalow, Leece -Removal of condition 5 (agricultural occupation) attached to outline planning permission 5/80/0670 - refused

SL/2023/0044 – Foxcroft, Sunbrick, Baycliff – permitted

PN/2023/0051 – Rommano Way, Coast Road – Application to determine if prior approval is required for a single pitch open-fronted storage building for agricultural machinery

13.To receive updates on Coast Road/Highways issues & agree any actions

- Traffic sign down at Newbiggin following collision.

- hedge leaning out heavily into the road at Dendron (before war memorial). Cllr Brereton to report to Highways for them to contact land/hedge owner.

14.To receive updates on kiteflying and consider any actions.

Reply received and circulated from Natural England. Resolved: To write to invite NE to visit/meet to discuss.

15.To consider requests by BCA for PC purchase of new play area sign with net contribution by BCA.

Resolved: To approve. BCA payment due of £187.64. Clerk to update asset register.

16.To discuss dog fouling sign and grit bin location at Swinestead Lane.

Clerk to contact Locality Officer for 2 bigger signs – one for Swinestead Lane and one for the play area.

Request for Swinestead Lane grit bin to be placed higher up – to request via HIAMS.

17.To identify any Parish Steward jobs

Ongoing seasonal work.

18.To receive Correspondence and agree any actions

- email regarding spaces at Leece car park. Response sent explaining current situation.

19.To note and approve writing off of underpayment of Clerk PAYE for 22/23 by £5 and overpayment of £1 for Employers NI.

Resolved: To approve

20.To note completion of bank reconciliation and budget review for 4th quarter and 2022-2023.

Noted.

21.To review internal & governance controls

Resolved: To approve review. Cllr Butler & Cllr Park appointed to staffing committee. Clerk to investigate gov.uk PC email addresses.

22.To agree amount of 31st March closing balance transfer to reserve account.

Resolved: To transfer £1500 from closing balance.

23.To consider quotes and approve insurance for 2023-2024.

BHIB (current insurer) - £1130.94 per annum for 3 year undertaking

Zurich - £1135.12 for 3 year undertaking

Resolved: To proceed with BHIB renewal quote.

24.To authorise/ratify payment of accounts, including annual payments/note receipts

	Income	Expenditure
Expenditure		
Clerks Salary (SO)		
Clerks Expenses		£63.29
Gleaston Village Hall		£25.00
Playdale (wobbleboard Baycliff play)		£ 212.00
Fenton Timber (picnic tables Baycliff play)		£1085.82
Fingerprints (sign for Baycliff)		£225.17
Annual Payments:		
CALC		£287.92
Westmorland & Furness Council (BINS)		£TBC
BHIB (Insurance)		£1130.94
DM Payroll Services		£120.00
Scales Community Association (grass)		£230.00
Baycliff Community Association (grass)		£230.00
Armors (Leece grass cutting)		£230.00
Gleaston V Hall & Green Ctte (grass)		£230.00
St. Matthews, Dendron (grass)		£155.00
Friends of Aldingham Church (grass)		£155.00
Gleaston donation (play area upkeep)		£250.00
Aldingham Toilets Group		£723.68
The Play Inspection Company		£TBC
Income		
WAF (Precept)	£15306.00	
WAF (CIL)	£411.99	

25. To receive items for the next agenda

Renewal of Leece Car Park spaces/Leece Garden plot/Pinfold Lease.

26. To confirm the date of the next meeting as 7.00 p.m. Thursday 8th June @ Aldingham Parish Hall, Scales

Confirmed

Signed: *B Workman* (Clerk) **11th May, 2023**

MINUTES REMAIN IN DRAFT UNTIL APPROVED AT THE NEXT MEETING.