**BURGH BY SANDS PARISH COUNCIL**

Minutes of the Meeting of Burgh by Sands Parish Council

Tuesday 6th February 2018 in Burgh By Sands Parish Hall 7:30pm to 8.25pm

Present: Chairman J Stonebridge, Vice Chairman A Taylor, Cllrs M Hairsine, D Metcalfe, J Norman, V Sealby, RFO & Clerk Isobel Elsdon

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| 18164 | Apologies received from Cllrs Ferriby, Ferguson and Kelton, CCCllrs Allison and Collier. |
| 18165 | The Minutes of 06.01.18 were authorised as a true record.\*\* |
| 18166 | Chairman’s Announcements: There were no announcements. |
| 18167 | \* Declarations of interest: None |
| 18168 | Adjournment for Public Participation\*\* 19:37 closed at 19.51  Discussion took place regarding the continued problems with the roads and disparity between the rural and urban parish council grant funding. It was agreed that Cllr Stonebridge write a formal letter to Chair of CCC, copy to CCC Allison and Head of Highways. It was suggested to approach Cllr Johnson to do the same concerning Beaumont PC.  Discussed issues relating to dog fouling on pavements, it was agreed the clerk should contact the school and Carlisle Council to arrange a visit from the dog warden to talk to students and parents. |
| 18169 | Report from the Parish Clerk:  Clerk has put up posters in notice boards and has put an advert in parish magazine regarding how to report potholes and fly tipping.  CPD – Clerk induction cancelled in January. Cllr training, can take place after 23rd April. Suggested dates for training agreed for middle of May. Clerk to contact Calc with dates.  GDPR training is being held at Stoneybeck Inn, Penrith on 7th March. It was agreed the Clerk should attend.  Calc have carried out a check on the PC website and reported that the internal audit report or asset register was missing and the accounts could not be accessed. The clerk to send the relevant documents to Cllr Metcalfe so he can update the website.  Beaumont PC have asked for support towards next year’s summer play scheme. PC agreed to contribute £400.00.  Report from the RFO: The Financial Report and Risk Assessment were circulated (see last  Page)\*\*It was agreed to add Clerk/RFO I Elsdon to the list of signatories, form updated. |
| 18170 | Planning Applications, Decisions, Enforcement & Correspondence up to 6.2.18\*\*  **Decisions** - 17/1040 Permission granted |
| 18171 | Mini Bus School Transport - Nothing to report. |
| 18172 | Councillors’ Reports. - Title Number CU303490, Common land at Dykesfield Farm. The Parish Cllrs agreed that this application does not affect the land owned by BBS Parish Council (Jubilee Plantation). The area is listed as common land (in error) but correction has proved problematic and it was agreed this is not an issue for the PC.  Defibrillator is to be installed in Greyhound Pub |
| 18173 | PC Website – Current contract runs out end of March – Clerk to research other parish council websites and to obtain quotes for a package to include development of website, domain name, hosting, emails and updates. |
| 18174 | Councillors’ responsibilities - Cllr Sealby to take on responsibilities for allotments and Cllr Ditch to take on responsibility for grant applications in and out. |
| 18175 | Notice Boards- The new notice board for Burgh is now ready to be erected. |
| 18176 | Items for the next Agenda\*\*New noticeboard at Moorhouse, PC website, mini bus school transport, grass and hedge cutting, SAD for Thurstonfield and Burgh, Change of signatories, rifle range lonning. |
| 18177 | Date and Venue for the next meeting. The next meeting is to be held on Tuesday 6th March 2018 at Thurstonfield Chapel at 7.30 pm. |

\*\* Decisions \* For Information

**Parish Council Financial Report**

**Meeting date 06th FEBRUARY 2018**

**The following payments have been made after they were approved at the Parish Council meeting held on 06th Jan 2017.**

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| **Mrs I Elsdon** | **Expenses** | **£ 98.43** |
| **Burgh by Sands Public Hall** | **Hire of Parish Hall** | **£ 30.00** |
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**Payments made since last meeting.**

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| **None** |  |  |

**The following requests for payment have been received or are pending.**

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| **Mrs I Elsdon** | **Expenses** | **£ 46.99** |
| **Burnetts Solicitors** | **Registration of Common Land** | **£300.00** |
| **CALC** | **Good Councillor Guides** | **£ 7.00** |
| **Notice-It Ltd** | **Notice Board** | **£895.00** |