**TEBAY PARISH COUNCIL**

**Draft Minutes of the Annual General Meeting of Tebay Parish Council held on**

**Wednesday, 30th May 2018 at The Methodist Hall, Tebay at 7.30pm**

Present: Cllrs A. Todd; K. Kelly; G. Murphy; A. Meadowcroft; S. Hodgson; D. Morland; K. Wharton.

Two members of the public and the clerk.

**1. Election of the Chairman for the year ending 31.03.2019**

It was proposed by Gary Murphy and seconded by Kevin Wharton that Adrian Todd be elected chairman for the year to 31st March 2019 and this motion was carried unanimously.

**2. Apologies for Absence**

Apologies were received from County Councillor Phil Dew.

**3. Minutes of the Meeting of 25th April 2018**

The Minutes were signed as a true record of that meeting.

**4. Chairman’s Report for the year 2017/18**

The Chairman reported on the various activities of the Parish Council over the year and highlighted, in particular, the work of the Speedwatch volunteers and the work done to maintain the 106 bus service. He thanked County Councillor Phil Dew, all of the parish councillors and the clerk for their work during the period.

**5. Declarations of Interest and Dispensations**

Councillor Adrian Todd declared a non-pecuniary interest in item 8.3 on the Agenda (Footway Lighting) as District Councillor for Eden District Council (procurement portfolio) and took no part in the decision-making in respect of this item.

**6. Planning**

Application 18/0325 made to Eden District Council for permission to erect a two-storey extension following demolition of an existing detached garage at 16 Galloper Park, Tebay.

No objection.

**7. Finance**

7.1 The Annual Governance Statement for the year 2017/18 was circulated, approved and signed by the Chairman.

7.2 The Annual Accounting Statement for the year 2017/18 was circulated, approved and signed by the Chairman.

7.3 It was proposed by Cllr K. Wharton and seconded by Cllr D. Morland that the Certificate of Exemption for the year 2017/18 be approved and this was carried unanimously and the Certificate was signed by the Chairman.

7.4 The following accounts were approved for payment:

M. Brunskill – fee for internal audit £45.00

M. Longworth – salary for May 2018 140.00

HMPG – PAYE for May 2018 35.00

Cumbria Payroll Services – fees for May 2018 14.40

N.W. Aboricultural Services Ltd – fencing repairs to the recycling centre 656.10

N.W. Arboricultural Services – fencing repairs to tennis court 252.00

- fencing and gate repairs to footpath 1886.70

- grass cutting for April and May 2018 1578.00

**8. Progress Reports**

8.1 Highways and Rights of Way.

Parking on the Pavements. It was agreed that the clerk would ask Janet Allinson, the Community Police Officer, for a copy of her letter advising people not to park on the pavements so that this could be distributed as appropriate.

8.2 The clerk reported that she had now received the contact details of the person at Network Rail dealing with the request to park on the verge of the road leading to the industrial estate at The Sidings, and she would chase this up after the Bank Holiday break.

8.3 Footway Lighting.

Cllr Keith Kelly took the chair for the discussion of this item. It was agreed that the clerk would circulate a copy of the plan showing the location of the various street lights presently maintained by EDC and she would also ask EDC for copies of the current contracts for the maintenance of these and for the supply of electricity so that councillors could see the work involved and how the costs were calculated. They would also enquire of residents whether they wanted the footway lights or not. Enquiries would also be made as to the frequency of maintenance and inspection and whether any increased insurance premium would be payable. The issue would be brought back to the June meeting.

**9. Correspondence**

The clerk reported on an email received from Steve Marshall about the Speedwatch initiative and that there was a shortfall in the amount of money promised to fund the speed awareness device of approximately £1200. It was proposed by Cllr A. Todd and seconded by Cllr G. Murphy that the Parish Council make a donation to cover the shortfall so that the scheme could proceed. The clerk will find out the precise figure from Mr. Marshall. Cllr David Morland handed to the clerk £222, being the donations already received. This sum would be banked into the Parish Council bank account.

**10. Public Participation**

It was noted that the re-surfacing of the tennis court would proceed and a rotten table and seat at the recreation ground would be replaced with a plastic item. The clerk agreed to obtain an estimate for this. The missing grit bin was to be replaced by the County Council. It was suggested that second-hand Astroturf would be used for the MUGA. Trees near to the old Post Office needed attention, but were on land in no known ownership.

**11. Date and Time of Next Meeting**

The next meeting will be on Wednesday, 20th June at the Methodist Hall, Tebay at 7.30pm

M. Longworth (clerk)

Signed as a true record ………………………………………..

Dated ………………………………………..