

Minutes of the Annual General Meeting and Ordinary Meeting of Orton Parish Council, held virtually on Zoom during the coronavirus pandemic, on Monday 4th May 2020 at 7.30pm and 8.00pm, respectively.

Present: Councillor Mr W. Little (Chairman), Parish Councillors M. Cork, G. Wills, L. Johnston, E. Whitfield, E. Norman, W. Reed.

01/20 Election of Chairman for Council Year 2020/21.

It was **Resolved** that Councillor W. Little be elected Chairman for council year 2020/21.

02/20 To receive the Chairman's Declaration of Acceptance of Office

Councillor W. Little signed a Declaration of Acceptance (enclosed) of the office of Chairman for council year 2020/21 and agreed to abide by the Code of Conduct.

03/20 To appoint a Vice Chairman for Council Year 2020/21

It was Resolved that Councillor M. Cork be elected as Vice Chairman for 2020/21.

04/20 To appoint representatives to Sub-Committees

It was **Resolved** that all parish councillors be appointed to the Planning Sub-Committee for council year 2020/21, namely: Councillors W. Little, G. Wills, E. Norman, M. Cork, W. Reed, A. Rickerby, E. Whitfield and L. Johnston.

05/20 To appoint representatives to outside bodies

It was **Resolved** that the following be appointed for council year 2020/21:
The Watchtree Committee: Councillor W. Little and Mrs P. Macdonald.
Great Orton School: a termly report of activities will be requested from the Governors.
Orton & District Public Halls Committee: Mr B. Lomas.

06/20 Annual subscriptions

It was **Resolved** that the following subscription would be paid:
a) CALC subscription £153.25

07/20 Apologies

Apologies were received from Councillor A. Rickerby (work commitment), Cumbria County Councillor T. Allison and Carlisle City Councillors J. Collier & A. McKerrill.

08/20 Minutes

It was **Resolved** that the minutes of the council meetings held on 4th March 2020 be signed by the Chairman as a true record. (Copy enclosed).

09/20 Public participation

No members of the public attended the Parish Council meeting.

10/20 Declarations of notifiable pecuniary interests

There were no declarations of notifiable pecuniary interests.

11/20 Parish Councillors Notification of Change to Personal Interests

There were no changes to personal interests declared by the Councillors.

12/20 Request for Dispensations

No requests for dispensation were received.

13/20 Chairman's Announcements

The Chairman made the following announcement: -

- a) Cluaran Landscaping Services are cutting the grass areas very well; they will cut the play area in the immediate future.
- b) It was agreed and **Resolved** that Carlisle City Council be approached for grant funding to help pay for levelling and reseeding of the edges of the play area. Two quotes will be sought by the clerk.

14/20 Reports**County and District Councillor Allison Report**

Councillor Allison reported that:

- a) He would inspect the pothole on the back road from Little Orton to Great Orton.
- b) The Great Orton gulley survey will probably be deferred until the highways team return to normal activity.
- c) He would photograph the exposed water pipe on Orton Road and re-report it.
- d) Planning application, reference 19/0869 in Great Orton, has been deferred until the June meeting. Despite the Enforcement Notice, the applicant continues to develop the area next to their neighbour: Councillor Allison will be making appropriate representations at the planning committee meeting.

District Councillor Report

A telephone report from Councillor Collier stated that some grant money was available for environmental project work.

School Report

No report was received as the school was closed because of the pandemic but it was acknowledged that an Acting Head Teacher had been appointed.

Village Hall Committee Report

No report was received as the village hall was closed because of the pandemic.

Watchtree Report

No report was received as Watchtree was closed because of the pandemic.

15/20 Planning

To note the following planning applications

Erection of single storey side extension to provide kitchen/diner & living room together with loft conversion including dormer to create 2 no. en-suite bedrooms.
Erection of replacement garage. The Elders, Great Orton, Carlisle. Ref 20/0108. *No objections.*

To note Carlisle City Council approval of the following application:

Erection of single storey side extension to provide kitchen/diner & living room together with loft conversion including dormer to create 2 no. en-suite bedrooms.
Erection of replacement garage. The Elders, Great Orton, Carlisle. Ref 20/0108.

16/20 Review Insurance

It was **Resolved** that Council's insurance schedule and the level of cover would be maintained for 2020/21 but reviewed in November for 2021/2022.

17/20 Financial Report

- a) It was **Resolved** that the 2019/20 Annual Governance and Accountability Return (AGAR Part 2) Certificate of Exemption be approved and accepted.
- b) It was **Resolved** that the 2019/20 AGAR Part 2 Governance Statement be approved and accepted.

- c) It was **Resolved** that the 2019/20 AGAR Part 2 Accounting Statements be approved and accepted.
- d) It was also **Resolved** that the Financial Reports and the year ending 31st March 2020 accounts were approved and accepted; there were no deviations from budget. The following monies were received:

1) HMRC (VAT refund)	£485.46
2) Carlisle City Council (precept)	£7,000.00

18/20 Payment

It was **Resolved** that the following accounts would be authorised for payment:

a) Burgh by Sands PCC (Parish Magazine)	£300.00
b) CALC (subscription)	£153.25
c) Insurance (Came & Co)	£480.11
d) Diane Malley (PAYE services)	£63.50
e) ICO fee	£40.00
f) Beaumont Parish Council (Play scheme)	£100.00
g) D. Couling (Internal audit)	£40.00

19/20 Great Orton Play Area inspection report & parish seat reports.

Reports were received regarding the play area and the council owned parish seats. There were no actions arising from these reports.

It was **Resolved** that the inspection rota for the next 12 months would be as follows:

May 2020	W. Little
June 2020	W. Reed
July 2020	G. Wills
August 2020	L. Johnstone
September 2020	A. Rickerby
October 2020	E. Whitfield
November 2002	W. Little
December 2002	G. Wills
January 2021	W. Reed
February 2021	L. Johnstone
March 2021	A. Rickerby
April 2021	E. Whitfield

20/20 General Power of Competence

The eligibility of Orton Parish Council to use the General Power of Competence was recorded.

21/20 Annual Risk Assessment and Internal Audit

It was **Resolved** that the annual risk assessment document was appropriate and that the internal audit process was effective.

22/20 Exposed Water Pipe

It was noted that Cumbria County Council Highways Department staff have begun work on the exposed water pipe on Orton Road, close to the Cummersdale/Orton parish boundary.

23/20 Correspondence

Items of correspondence received since the last meeting were noted (schedule attached).

24/20 Date of Next Meeting

It was noted that the next ordinary Parish Council meeting will be on Monday 6th July 2020, at 7.30pm.

.....SignedDate

CORRESPONDANCE MAY 2020

CALC
Carlisle City Council (Corporate Support)
ICO

Creative Play UK
Staples

Annual subscription
Precept of £7,000
Fee renewal reminder

Trade literature
Trade literature