

# ALLITHWAITE AND CARTMEL PARISH COUNCIL

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3<sup>rd</sup> May 2024

## There will be a Meeting of Allithwaite and Cartmel Parish Council, on Thursday 9<sup>th</sup> May 2024 at 7.30 pm – to be conducted in the Supper Room, at Cartmel Village Hall.

**All Parish Council Meetings are open to the Public and Press.**

The press and public may not speak when the Council is in session, but they may make points during the 'comments & concerns' item on the agenda.

*C Downey.* 03/05/2024: Christine Downey: Clerk/RFO.

### AGENDA

1. To **appoint the Chair** for the period 2024/25.
2. **Signature** of the declaration of acceptance of office by councillors. (Paper 2024/67)
3. **Signature** of the declaration of acceptance of office by the Chairman. (Paper 2024/68)
4. To **appoint a Vice-Chair** for the period 2024/25.
5. **Apologies** from members unable to attend: -
  - 5.1 To Note Apologies for absence given in advance of the meeting.
  - 5.2 To consider acceptance of reasons for absence – if consideration of reason requested.
6. **Declaration of Interest:** -
  - 6.1 To Note Declarations of Interest not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.
  - 6.2 To Approve Dispensation Requests – if dispensation request received.
7. **Public Participation:**
  - 7.1 To receive **Comment & Concerns:** To hear matters raised by members of the public or Cllrs with an interest (that are allowed to speak) either on agenda items or for future consultation.  
(NB: for non-agenda items Members of the Council are not permitted to respond, except to ask questions for the purposes of clarification: A member of the public shall not speak for more than 3 minutes).
  - 7.2 **Unity Council update** – if councillor in attendance or report received.
8. To consider written **applications for the office of parish councillor** and to fill vacant seats by co-option – if any.
9. To **Confirm the Minutes** of the previous full council meetings on 11<sup>th</sup> April 2024. (Paper 2024/69)
10. To Receive the **Minutes of the Finance Committee** meeting on 11<sup>th</sup> April 2024. (Paper 2024/70)
11. To **Appoint Members to Committees and as Council Representatives** for 2024/25.

- 11.1 A&CPC Finance Committee.
- 11.2 Allithwaite Playing Field and Community Centre Association
- 11.3 Allithwaite Primary School
- 11.4 Allithwaite School House
- 11.5 Cartmel Institution
- 11.6 Cartmel Old Grammar School Foundation
- 11.7 Cartmel Primary School
- 11.8 Cartmel Village Hall
- 11.9 King George V Playing Field Association
- 11.10 Lambert Education Trust
- 11.11 Upper Holker United Charities
- 11.12 Allotments Working Group
- 11.13 Cemetery Working Group
- 11.14 Media Working Group
- 11.15 Parish Cottage Working Group
- 11.16 Quarry Working Group
- 11.17 Riverside Toilets Working Group

12. To **Review the Banking and Governance Arrangements:-**

- 12.1 To conform that the Clerk is the Responsible financial Officer.
- 12.2 To confirm that the Clerk is the Proper Officer.
- 12.3 To review the banking arrangements and mandate and agree any necessary changes.

13. To agree a **Provisional Timetable of Meetings** for the new council year. (Paper 2024/71)

14. To review the Council's and/or staff **Subscriptions to other bodies**. (Paper 2024/72)

15. To consider the **draft Procurement Policy**. (Paper 2024/73)

16. To review the following Policies:-

- 16.1 Asset Register Policy. (Paper 2024/74)
- 16.2 Cemetery Regulations. (Paper 2024/75)
- 16.3 Code of Conduct. (Paper 2024/76)
- 16.4 Community Plan. (Paper 2024/77)
- 16.5 Complaints Procedure. (Paper 2024/78)
- 16.6 Data Protection Policy. (Paper 2024/79)
- 16.7 Disciplinary, Dismissal and Grievance Policy. (Paper 2024/80)
- 16.8 Expenses Policy. (Paper 2024/81)
- 16.9 Financial Regulation. (Paper 2024/82)
- 16.10 Freedom of Information Policy. (Paper 2024/83)
- 16.11 Internet Banking Policy and Procedure. (Paper 2024/84)
- 16.12 Media / Press Policy. (Paper 2024/85)
- 16.13 Pension Policy. (Paper 2024/86)
- 16.14 Privacy Policy / Notice. (Paper 2024/87)
- 16.15 Publication Scheme. (Paper 2024/88)
- 16.16 Reserves Policy. (Paper 2024/89)
- 16.17 Standing Orders. (Paper 2024/90)
- 16.18 Subject Access Policy. (Paper 2024/91)
- 16.19 Terms of Reference: Finance Committee.(Paper 2024/92)
- 16.20 Terms of Reference: Parish Cottage Working Group. (Paper 2024/93)
- 16.21 Terms of Reference: Quarry Working Group. (Paper 2024/94)

17. Confirmation of arrangements for insurance cover. To consider the **Insurance Renewal** quote and agree a way forward. (Paper 2024/95)

18. To receive the **Clerks Report** (for information only). (Paper 2024/96)

19. **Highway Matters:**

- 19.1 To agree date for update on proposed changes. (Paper 2024/97)
- 19.2 To receive an update on the situation re **parking permits**.
- 19.3 Parking on **Haggs Lane on Race Days**.

- 19.4 To consider and note **Highway Matters** for information. (Councillors can comment on any minor highway issues currently causing concern)
20. To consider the following **Planning Application**: 2024/0613/FPA: Barnet Cark Road Cartmel GRANGE-OVER-SANDS LA11 7SF. Replacement entrance porch, single storey rear extension and alteration to external finishes. Alteration to existing highway access and associated external works.
21. To agree the **Accounts for Payment**. (Papers 2024/98 and 99)
22. To receive the **Allithwaite Report**. (Paper 2024/100)
23. To review the **Lengthsman's Contract** and agree a way forward. (Paper 2024/100)
24. To receive full details of what the £500 awarded to the **Priory for D-Day Commemoration activities** is being spent on. (Paper 2024/101)
25. To consider quotes for providing councillors with **Professional Computer Equipment**. (Papers 2024/102 to 105)
26. **Fish Slabs and Pinnacle Project**:- To receive an update on the project, including the siting of the pinnacle, and agree any necessary action.
27. To consider the condition of the **Quarry Fence** and agree a way forwards. (Paper 2024/106)
28. To consider a **Grant Application** from Allithwaite Playing Fields and Community Centre Association. (Papers 2024/107 and 108)
29. To receive an update regarding the **Cartmel Riverside Toilets** and agree a way forward.
30. To receive an update regarding the **Cartmel Electricity Sub-station Supply** and agree a way forward.
31. To consider how information is best circulated and/or made available to parishioners and agree a way forward.
32. To consider a **Publicity Campaign** to raise awareness of all that the council does, and to encourage new councillors to come forward. (Cllr Dean's Paper "The Future – A Way Forward refers) (Paper 2024/109)
33. To consider where the **portrait of the King** should hang and agree a way forward.
34. To consider the following **correspondence** and to agree a way forward and/or a response: -
- 34.1 Engagement letter for new WCAG website. (Paper 2024/110)
  - 34.2 The Royal Oak letter of 23/04/24 regarding noise concerns. (Paper 2024/111)
35. To Receive **Reports from Councillors** who represent the Council on other bodies (for information only) - If any.
36. **Minor items for information only, and items for next agenda.**
37. **Date of next meeting.**
38. To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, and by reason of the confidential nature of the remainder of the business, that the **public and press be excluded** from the meeting, whilst item 38 is considered:-
39. To consider any offer received for **Parish Cottage** and agree a way forward.

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