



# Allonby Parish Council

## Minutes of the meeting held on Tuesday 26 March 2024

<b>Attendance</b>	<b>Action/ Decision</b>
<p>Councillors: A. Jones (AJ) (Chair), P. Jones (PJ) N. Wingfield (NW), J. Hanley (JH) and J. Potter (JP).</p> <p>K. Thurlow, Cumberland Councillor (KT)</p> <p>Members of the public: Two</p> <p>J. Rae, Acting Clerk (JR)</p>	
<p><b>1. Apologies</b></p> <p>An apology for absence was received from Cllr. S. Collier. The reason for absence was noted and accepted.</p>	
<p><b>2. Declarations of Interest:</b></p> <p>No declarations of interest were received.</p> <p>No requests for dispensations were received.</p>	
<p><b>3. Minutes</b></p> <p>RESOLVED that the Chair be authorised to sign the minutes of the meeting held on 27 February 2024 as a true record.</p>	
<p><b>4. Public Question Time</b></p> <p>Two parish members in attendance enquired about the procedure for joining the Parish Council.</p> <p>An enquiry had been received regarding the siting of an advertising banner at the Play Park.</p>	<p>JR advised that Expressions of interest should be submitted by email for consideration at the next meeting.</p> <p>Members did not support this request as it could lead to a proliferation of signs – JR to notify enquirer</p>
<p><b>5. Clerk’s Report</b></p> <p>JR reported that no further communication had been received from the External Auditors regarding the AGAR for 2022-23.</p> <p>An email had been received from DEFRA that they are to undertake an evaluation of the Highly Protected Marine Areas programme. A series of online workshops will be running to develop an understanding of potential impacts likely to occur at each of the designated HPMA sites. The Allonby Bay HPMA workshop will be held on Monday 15<sup>th</sup> April between 1.00pm to 3.00pm Online via Teams.</p>	<p>NW agreed to attend as AJ is unavailable.</p>
<p><b>6. Progress reports</b> for information</p> <p>a Car Parks – KT reported that Cumberland Council are to review the parish council’s priorities and arrange a meeting after the Easter break.</p> <p>b Play Park – Members noted that the noticeboard at the play park needs repaired. It was proposed that S. Ringrose be approached to carry out the repairs and to also carry out a pre-Easter check of the area.</p> <p>It was noted that the Parish Council had been added to Cumberland Council’s circulation list for Play Area inspections later in the year.</p> <p>c Toilet Block – AJ reported that the cleaner had been instructed to carry out a full clean prior to re-opening at Easter. It was noted that the urinals are not flushing properly and the stop tap may be located in the locked bike store. It was agreed to open up one end plus the disabled toilet starting from the Easter holidays.</p> <p>It was agreed to await any proposals from Cumberland Council</p>	<p>NW to contact S. Ringrose</p> <p>AJ to request the cleaner to open the toilets on Good Friday</p>



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<p><b>7. Cumberland Councillor’s Report</b>  KT provided an update on the Car Park and Toilet Block earlier in the meeting.</p>	
<p><b>8. Planning</b>  (a) Applications Received:  OUT/2024/0001 - Plot 1 &amp; 2, Land adjacent to North Lodge, Allonby, CA15 6QQ  Proposal: Outline application with access for two dwellings  (b) Decisions:  HOU/20 24/0024 - Brackenhaw, Allonby, Maryport, CA15 6QH  Proposed single storey rear extension, porch and internal alterations. GRANTED</p>	<p>No objections – LPA to be advised (JR)</p>
<p><b>9. Finance</b>  (a) The financial report had been circulated with the agenda. This was noted by Members  (b) Income Received - £960.00 – Rental of bike store  (c) The following accounts were authorised for payment:  Clerk’s account August 2023 – March 2024 £1506.95  HMRC PAYE August 2023 – March 2024 £ 334.80  (d) Members resolved to appoint Mr. T. Gear to carry out the internal audit of the accounts for financial year 2023-24. Members noted the contents of the review of the effectiveness of the internal audit and agreed that the internal auditor is completely independent from the parish council and has sufficient knowledge to be able to carry out the audit. A timetable has been agreed when the internal audit will take place and when the report of the internal auditor will be presented. The findings of the review will be considered and improvements implemented.  (e) Asset Register – The updating of the Asset Register was discussed.</p>	<p>JR to liaise with the internal auditor</p> <p>Members agreed to hold a site meeting to carry out a review and check of the assets</p>
<p><b>10. Correspondence for information</b>  CALC - Cumbria Local Nature Recovery Strategy Newsletter  Cumberland Council - Easter HAF  CALC - Cumbria in Bloom Newsletter  Mark Jenkinson MP – Community Ownership Fund  Cumberland Council – Environment and Climate Newsletter</p>	<p>Correspondence received was noted.  It was agreed that the Parish Council should submit an expression of interest to the Community Ownership Fund.</p>
<p><b>11. Grass Cutting 2024</b>  JH reported that he had agreed with Tivoli the increased prices and confirmed the areas to be cut. Tivoli will cut the grassed areas at both ends of the village once per month starting in May (Maximum six cuts).</p>	
<p><b>12. Bike Store</b>  Members noted that the tenant had paid the arrears and advised that he hoped to continue with the provision of cycle hire commencing at Easter.</p>	
<p><b>13. Insurance – Toilet Block</b>  Members discussed the correspondence from Zurich Insurance advising that the toilet block is not currently covered under the policy. In order to provide a quotation Zurich require some further information including the reinstatement value. AJ reported he had contacted Cumberland Council for advice regarding the</p>	<p>Members agreed to hold a site meeting to discuss Zurich’s requirements.</p>



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reinstatement value. Cumberland Council had suggested the Parish Council instruct a chartered surveyor to provide this information. Cumberland Council had agreed to provide a list of chartered surveyors.	AJ to pursue Cumberland Council for a list of Chartered Surveyors
<b>14. Emergency Planning app</b> PJ reported that contact numbers are now available and the app will be updated.	PJ to update the app
<b>15. Environment Agency</b> JH reported that the permit was now in place to enable the work to be carried out on the outlet. The Environment Agency had advised that the work will be undertaken in the next few weeks.	
<b>16. Vacancies</b> Two parish members in attendance enquired about the procedure for joining the Parish Council.	
<b>17. Councillors' reports and items for future agenda</b> AJ reported a collapsed drain outside the garage NW agreed to obtain prices for the replacement of the noticeboard on the bus shelter for consideration at the next meeting.	
<b>Date of next meeting:</b> The next meeting will be held on Tuesday 23 April 2024 – 7.30pm.	
<b>Meeting closed:</b> The meeting closed at 8.42 pm.	