



Allonby Parish Council

Minutes of the Annual Meeting held on Tuesday 20 May 2025

Attendance	Action/ Decision
<p>Councillors: N. Glencross (NG), K. Appleton-Derrick (KAD), A. Jones (AJ), P. Jones (PJ) J. Potter (JP) and M. Wilson (MW).</p> <p>Members of the public: None.</p> <p>J. Rae, Acting Clerk (JR)</p>	
<p>1/5/25 Election of Chair for Council Year 2025-26</p> <p>Nominations were invited for the election of Chair for Council year 2025-26. JP proposed that AJ be re-elected Chair. The nomination was seconded by KAD. As no other nominations were received it was resolved that AJ be re-elected Chair for council year 2025-26.</p>	
<p>2/5/25 Declaration of acceptance of Office</p> <p>AJ signed a declaration of acceptance of office.</p>	
<p>3/5/25 Appointment of Vice Chair</p> <p>On the proposal of PJ, seconded by NG it was RESOLVED that JH be re-appointed Vice Chair for Council year 2025-26.</p>	
<p>4/5/25 Apologies for absence</p> <p>Apologies for absence were received from Cllrs J. Hanley and M. Glencross. The reasons for absence were noted and accepted.</p>	
<p>5/5/25 Declarations of Interest</p> <p>No declarations of interest were received.</p> <p>No requests for dispensations were received.</p>	
<p>6/5/25 Minutes</p> <p>RESOLVED that the Chair be authorised to sign the minutes of the meeting held on 22 April 2025 as a true record subject to an amendment to read Cllr. M. Wilson was in attendance.</p>	
<p>7/5/25 Public Question Time</p> <p>No members of the public were in attendance.</p>	
<p>8/5/25 Clerk's Report</p> <p>JR reported that</p> <p>The Fells and Solway Community Panel is hosting a community event alongside the regular food pantry at St Cuthbert's Church Hall in Burnfoot, Wigton. The event will run from 9am until 11.30am on Wednesday, 28 May.</p> <p>An email had been received from Keswick Town Council regarding playground fund raising</p> <p>An email had been received from Cumbria Wildlife Trust enquiring about the ownership of parcels of land in the Allonby area. It was noted that the land is within the ownership of Cumberland Council.</p>	
<p>9/5/25 Progress reports for information</p> <p>a Car Parks – No progress to report on the permanent repairs</p> <p>b Play Park – The Lottery grant for the Ninja Trail had been received. MG and JH will be installing the matting in the next few days. The fencing is still a major issue and signage needs to be installed.</p> <p>c Toilet Block – The installation of a donation post at a cost of £685 (£765 to include a backboard) was considered.</p>	<p>KAD agreed to respond</p> <p>JR to respond to CWT.</p> <p>It was agreed to instal one post near the toilet block</p>



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A backdated invoice had been forwarded to Cumberland Council for the licence fee for the Bathing Water Signage at the toilet block.

The issues with WaterPlus are still ongoing.

10/5/25 Cumberland Councillor's Report

Cllr K. Thurlow was not in attendance.

11/5/25 Planning

(a) Applications Received: None

(b) Decisions: None

12/5/25 Annual Insurance

JR reported that the renewal documentation had not been received. It was agreed this would be circulated once received.

13/5/25 Finance

(a) The financial report at 30 April had been circulated

(b) Income Received:

Members noted that income had been received from:

C. Bailey – Cycle Store £ 300.00

HMRC – VAT Refund £ 649.07

Lottery Grant £20,000.00

Grants – Play Park £ 2,019.85

(c) The following accounts were authorised for payment:

PAYEE	BUDGET LINE	AMOUNT
J Rae	Clerk's account May 2025	£210.79
HMRC	PAYE May 2025	£ 48.80
T. Gear	Internal Auditor	£ 85.00
West House	Planters	£150.00
Eon	Toilet Block (May)	£ 40.33 (DD)
K. Hetherington	Toilet Block Cleaning	£528.00

14/5/25 Annual Audit Financial Year 2024-2025

(i) The internal audit had been carried out with no issues raised.

(ii) Members considered the Annual Governance Statement acknowledging the Parish Council's responsibility for ensuring a sound system of internal control is now in place and that arrangements are in place for effective financial management. RESOLVED that the Chair and Clerk be authorised to sign the Annual Governance Statement.

(iii) Members considered the Statement of Accounts and resolved that this is a true reflection of the Parish Council's accounts. The Chair was authorised to sign the Statement of Accounts.

(iv) Members resolved the Clerk and Chair be authorised sign the Certificate of Exemption certifying that the Parish Council is exempt from a limited assurance review as the income and expenditure did not exceed £25,000.

(v) The period for the exercise of electors' rights was set at 3 June until the 14 July. A notice advising electors of their rights to inspect the accounts will be displayed on the parish noticeboards and will be published on the parish council's website.

(vi) The Clerk reported that the Annual Return and other requisite documents will be published on the website.



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<p>15/5/25 Correspondence for Information</p> <p>Cumberland Council - Updated waste and recycling collection dates for the former Allerdale area</p> <p>CALC - Save the Date – CALC AGM 4 October 2025</p> <p>CALC - Dementia Action Week 19-23 May 2025</p> <p>CALC Fells and Solway Network Event – Wednesday 28 May</p> <p>CALC News March and April</p> <p>CALC - Cumbria LNRS May Newsletter</p> <p>Keswick Town Council – Playground Fundraising</p> <p>Cumbria Wildlife Trust - County Wildlife Sites Allonby</p> <p>Cumbria Police Newsletter</p>	Correspondence received was noted.
<p>16/5/25 Review of Policies</p> <p>Members reviewed the Standing Orders, Financial Regulations and Risk Management Policy. No amendments were made.</p>	
<p>17/5/25 Fund Raising</p> <p>KAD provided an update on fund raising. The funding had been received for the Ninja Trail. The VE day tea had raised over £1000</p>	
<p>18/5/25 Parish Plan</p> <p>The Parish Plan is ongoing.</p>	
<p>19/5/25 Memorial Benches</p> <p>There had been no update from Cumberland Council.</p>	
<p>20/5/25 Grass Cutting</p> <p>Cumberland Council had taken over the grass cutting of the outer greens and the Parish Council have instructed Tivoli to maintain the central areas.</p>	
<p>21/5/25 Funding Request – Wigton Baths Trust</p> <p>Members considered the funding request from Wigton Baths Trust. Resolved not to support the request.</p>	
<p>22/5/25 Councillors' reports and items for future agenda</p> <p>Members noted</p> <p>The flower boxes had been planted by West House.</p> <p>The bin at the entrance to the Play Park had been removed. NG reported this had been reported to Cumberland Council.</p> <p>The replacement Allonby sign had been installed.</p> <p>The bus shelter and fence had been repainted</p>	
<p>23/5/25 Date of next meeting:</p> <p>The next meeting will be held on Tuesday 24th June 2025 – 7.30pm.</p>	
<p>Meeting closed: The meeting closed at 8.22 pm.</p>	