

Tatham Parish Council

Minutes of the Annual Parish Council Meeting (APCM) held on Tuesday 18th May 2021 S^t James the Less Church, Monks Gate, Tatham 7.40pm – 9.45pm

Present:

Cllr Harrison (Chair), Cllr Osborne, Cllr Taylor, Cllr Wilson, Cllr Stone, Cllr Ray and Mr Hunter (Clerk).

21/40 – Appointment of Chair.

Cllr Harrison was elected as Chairman for 2021-22 (proposed by Cllr Osborne and seconded by Cllr Ray). Cllr Harrison signed the 'Acceptance of Office' declaration.

21/40 – Appointment of Vice Chair.

Cllr Osborne was elected as Vice-Chair (proposed by Cllr Wilson and seconded by Cllr Ray)

21/41 - Apologies for absence.

None

21/42 - Declarations of interest and dispensations.

Cllr Ray declared an interest in item 11.a.i (Planning Applications - Barley Bank House)

21/43 - Public Time

No issues were raised.

21/44 - Minutes of the meeting held on Tuesday 16th March 2021.

Cllr Osborne requested that minute reference 21/38 (Highways) should read, "The 'Passing Place' sign at Wray was installed but, it appears, has since been removed. This issue has now been passed over to Wray Parish Council". This amendment was agreed and the minutes were **approved** and **signed** by the chair.

21/45 – Reducing Household Carbon Emissions

Kate Gilmartin, Senior NW Delivery Officer (Rural Community Energy Fund) gave a brief (online) presentation to the Parish Council outlining how she and the Rural Community Energy Fund could support communities in reducing their carbon emissions. Kate is already working with several community groups. Initially she can help determine what steps and resources would be needed to bring an idea to fruition. Suitable projects can then apply for a £40K grant for a feasibility study, and if that goes well, for a £100K development grant.

Following a proposal by Cllr Wilson, the Parish Council **resolved** to set up a '**Parish Council Advisory Sub Committee**' to be led by Cllr Wilson to further explore options for reducing local household carbon emissions. Membership of this committee is not restricted to Parish Councillors. If any Parishioner is interested in joining this committee, please email Cllr Wilson at (richard@tathamparishcouncil.org.uk)

21/46 – Co-option of a new Parish Councillor

No applications have yet been received for the parish council vacancy. The vacancy remains open and, therefore, has been deferred to a future meeting.

21/47 – End of Year Accounts and Annual Governance & Accounting Return (AGAR)

The Parish Council **resolved** to:

- Approve the End of Year (2020-21) Accounts
- Approve the Certificate of Exemption (2020-21) for Smaller Authorities
- Approve the Annual Governance (2020-21) Statement
- Approve the Annual Accounting (2020-21) Statement
- Accept the Internal Audit (2020-21) Report

Since the Internal Audit stated that the accounts, risk management processes and internal controls were all in good order there were no specific recommendation for the Parish Council to consider.

21/48 – Planning Applications

The Parish Council reviewed and **resolved** to support the following 3 applications:

- Barley Bank House, Rantreefold Road, Tatham ([21/00361/FUL](#))
- Higher Lythe Barn, Lythe Lane, Tatham ([21/00341/FUL](#))
- Ivy Lodge, Lowgill Lane, Lowgill ([21/00305/FUL](#))

21/49 – Register of Parish Councillor Interests

The Parish Council **resolved** to include, on the Parish Council website, a hyperlink to the Lancaster City Council webpage where councillor interests are published.

21/50 – Format of Future Agenda's

Since the Parish Council now has a comprehensive and up-to-date website and publishes a regular 'newsletter', 'updates' in the Wrayly Mail and 'Planning Application Notifications', the 'For Information' section of the agenda is no longer necessary (nor good practice). The Parish Council **resolved** to ensure that all future meeting Agenda's would comprise only 'For Decision' proposals.

21/51 – Councils against Noise and Speed (CaNS)

Following the request by a Parishioner the Parish Council **resolved** to support this group.

21/52 – Commissioning Reform across Lancashire and South Cumbria

The Parish Council **resolved** to write to the Chief Officer of Morecambe Bay CCG urging him to ensure that Tatham (i.e. Lancashire) residents, registered with the Benthams Medical Practice (i.e. North Yorkshire), will be able to access the full range of services available within Lancashire and South Cumbria.

21/53 – Designated Wild Flower Verge (Ashleys to Clearbeck Bridge, Long Lane, Tatham)

It was **resolved** to write to the County Council requesting they review these verges and recommend how they will be managed in the future.

21/54 – Remote Meetings – MHCLG Call for Evidence

The Parish Council **resolved** to submit a response to this survey supporting the proposal that Parish Councils are authorised, where appropriate, to hold remote (i.e. on-line) meetings.

21/55 – Finance

The following 'Receipts' were **noted**:

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| • Lancaster City Council (2021-22) Precept | £6,075.00 |
| • Lancashire County Council (2020-21) Local Delivery Scheme (LDS) Grant | £500.00 |

It was **resolved** to make the following 'Payments':

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| • Clerk (April & May 2021 salary) | £200.00 |
| • The Notice Board Company (Notice Board) | £742.90 |
| • Zoom (Annual Subscription) | £143.88 |
| • Scribe accounts (Annual Subscription) | £78.00 |
| • Naomi Prescott (Internal Audit) | £75.00 |
| • Tatham Fells Old School (Donation) | £600.00 |
| • Friends of Tatham Fells Primary School (Donation) | £100.00 |
| • Church of the Good Shepherd (Donation) | £400.00 |
| • St James the Less Church (Donation) | £300.00 |
| • NW Air Ambulance (Donation) | £100.00 |
| • Cath Halstead (Lengthsman) | £330.00 |

21/56 – Reports and correspondence

The following reports were noted:

- **COVID-19**
 - The Clerk continues to participate in regular (online) meetings with Lancaster City Council to ensure that any parishioners who may be vulnerable and/or in need of assistance are receiving the necessary support.
- **Banking Arrangements**
 - The Clerk has confirmed that the Parish Council has now successfully switched banks from the NatWest to The Unity Trust Bank. This will enable to Parish Council to fully utilise safe, secure and up-to-date online banking processes.
- **Haweswater Aqueduct Resilience Programme (HARP)**
 - A community engagement meeting was organised and delivered by United Utilities (UU) on Monday 26th April which was attended by the Parish Council and members of the public. The provisional plans for how this project will be managed and the implications for Tatham were presented. A number of issues and concerns were raised with regard to the ability of the roads within Tatham to cope with the additional HGV traffic and the proposed 'one-way' traffic scheme which would affect a number of roads/households and farms within the Parish. It is anticipated that the planning applications for these works will be submitted in June/July 2021. This will then be followed by a period of formal consultation. Further details can be found on the UU [website/virtual exhibition](#).
- **Highways**
 - The litter bin at Hindburn Bridge appears to have disappeared; this is being followed up with Lancaster City Council.
 - Road Sweeping in the Parish appears to be very hit and miss, this is being followed up with Lancaster City Council
- **Communications**
 - Cllr Stone reported that the number of subscribers to the Parish Council Newsletter has increased from 30 to 32 since the last meeting. The Parish Council have now issued 11 Planning Notifications and 3 Newsletters.
- **Lune Valley Greenway**
 - Nothing to report.
- **Footpaths**
 - Cllr Wilson reported that the repair work on the Fairy Steps should be complete by the end of June. Some stone aggregate will then need to be purchased and installed.
 - Consideration of how best to utilise the Footpath budget is an issue which the Parish Council should review at their next meeting.
- **Health & Welfare**
 - Nothing to report.

21/57 - Date and Time of next meeting

- Tuesday 20th July 2021, 7.30pm, S^t James the Less Church, Monks Gate, Tatham.

The meeting closed at 9.45pm

Signed: J Harrison	Chairman	Date: 20 th July 2021
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