

MURTON PARISH COUNCIL

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MINUTES OF ORDINARY MEETING OF MURTON PARISH COUNCIL 4 February 2019

Present: Barbara Govan (Chairman), Pat Laverty (Vice Chairman), Tina Longstaff. Alan Taylor. Three members of the public were welcomed to the meeting.

- 01/19 Apologies for Absence** – Cllrs Bell and King were absent due to holidays, Cllr Hewitt had work commitments.
- 02/19 Declarations of Interest** - there were no declarations of interest.
- 03/19 Minutes of Previous Meeting**
Resolved: that the minutes of the Extraordinary meeting on 10 December 2018 be signed by the Chairman of the meeting as an accurate record.
- 04/19 Open Session** – No issues were raised for discussion.
- 05/19 MILITARY RANGE AT WARCOP – Commons Deregistration.** The Public Enquiry had concluded that Hilton, Burton and Warcop Fells and the area of Murton Fell currently within the danger area would be deregistered. Murton Pike, and parts of Murton Common remain as common land.
- 06/19 DATA PROTECTION (GDPR)** – The relevant notices are available on the website. The Clerk will pursue GDPR awareness for Councillors after the next ordinary meeting which immediately follows the PC elections.
- 07/19 CUMBRIA COUNTY COUNCIL**
07/19/1 Highways – Hilton Bridge Widening – The revised designs had been received and were discussed. The main change was the reduction from the proposed two-lane bridge to a widened single lane and a lesser attention to the aesthetics on the northern aspect. The design was considered appropriate.
A contractor has not yet been appointed but the work is expected to be undertaken during the school summer holidays. It was noted that this may adversely affect farm traffic at a busy time of year. A request for more information about road markings was made. The Clerk will pursue this with Highways.
- 07/19/2 Highways** – The Clerk will report the following issues to Highways: the drain cover outside School House has been raised and signed since before Christmas. The grit box at Murton needs refilling.
- 07/19/3 Eden Community Development Team** – A request for a list of the top three parish priorities had been received. Topics raised by those present included: garden waste/skips service, broadband for smaller communities, eg Brackenber. This topic will be raised at the Parish Meeting in March and open to suggestions from all residents.

Signature 
Chairman, Murton Parish Council

Date of meeting
13/05/19

08/19 HEALTH & SAFETY**08/19/1**

Cemetery – Six leylandii on the eastern wall of the cemetery had been felled on 19 January by Tyla Services Limited, who were commended for doing a fast, efficient and tidy job. The Clerk was asked to write and thank the owners of the field for allowing access to the site.

A further leylandii on the western side had sustained wind damage. Tyla had advised that there was no need to take action at this time.

Discussions were taking place regarding repair/rebuild of the holes in the walls which would be undertaken in stages over the next few months.

The Clerk and Cllr Bell are pursuing possible financial support from the Rural Payments Agency.

08/19/2

Parish Owned Property - The noticeboard installed at Hilton in October was not watertight. The supplier has provided a replacement which has now been installed. The bench at Hilton overlooking Scordale has been removed, repainted and a discussion about the proposed new location took place.

Resolved: that the bench be located in an area close to the original, adjacent to the existing bench, looking towards Murton Pike.

The Clerk will investigate the disappearance of the litter bin which usually resides next to the noticeboard at Hilton.

09/19**MAINTAINING THE PARISH ENVIRONMENT**

The installation of a gully under Village Green by a Hilton resident which was discussed at the last meeting had been delayed but was due to start this week.

It was noted that several residents undertake litter-picking, tidying and maintenance tasks throughout the parish on a voluntary basis. This was commended and much appreciated. Hilton Top Green needs strimming. Cllr Govan and a resident present undertook to do this before the spring growth began. Murton Top Green had received

some maintenance but had not been top-cut for 2-3 years although this had enabled the yellow rattle planted there to become established. A member of the public volunteered to continue to maintain certain areas and monitor the situation.

The weekend of 18-19 May was proposed as a 'Boon Day' and tasks to be undertaken were discussed: Hilton Lane, Cemetery tidy up, strimming etc.

10/19**Clerk's Terms of Employment (Appendix 1)**

Resolved: As discussed at an earlier meeting, that the Clerk's hours be increased from 150 to 18 hours per annum and 30 hours back pay for extra work in the current financial year would be paid.

11/19**FINANCIAL REPORTS****11/19/1**

Budget 2018/19 – Current Financial Situation (Appendix 2) – This report was reviewed. It was noted that the PC had received a 10% discount from Tyla Services Limited for removal of the cemetery trees and the final invoice was for £1,944 (inc VAT) instead of the original quote of £1,850 + VAT. The Clerk was authorised to pay the invoice.

Resolved: that the current Financial Report and list of Clerk's Expenses be signed by the Chairman.

11/19/2

Budget 2019/20 (Appendix 3) – The calculation of the precept for 2019/20 was reviewed. In order to meet the EDC deadline for submitting precept requests it had been agreed at the last meeting, that should the CTB and CTR figures provided by EDC allow the precept to remain under £30.00, that the Chair and Clerk could submit the figure, by the deadline, based on appropriate budget. The budget and precept of £29.80 per household was therefore noted.

Signature
Chairman, Murton Parish Council*Barbara I. Govan*

Date of meeting

13/05/19

- 11/19/3 Annual Financial Risk Assessment** (Appendix 4) – Cllr Hewitt and the Clerk had reviewed and updated the Risk Assessment. All items were considered low risk.
Resolved: that the Risk Assessment be accepted.
- 11/19/4 Appointment of Internal Auditor** – 2017/19 was the first year that parishes with a turnover under £25,000 had not been subject to external audit. The previous practice had been followed for the production of the Annual Return in 2018, but the process needed to be more robust and take a more comprehensive approach to auditing the PC's governance and processes. This had been discussed with Richard King (husband of Cllr King) who is a retired HMRC Inspector and has agreed to undertake the audit on a voluntary basis. (NB Cllr King is not a signatory on the PC bank account.)
Resolved: that Mrs Susan Todd be thanked for her many years' excellent service as Internal Auditor and that Richard King be appointed as Internal Auditor from 2019.
- 12/19 District & Parish Council Elections 2019** – Details of the nomination process and elections would be forthcoming and announced on the noticeboards and PC web pages. In the interim those present were asked to consider their election or re-election to the Parish Council. Seven seats are available. An election will be held if there are more than seven candidates.
- 13/19 Annual Parish Meeting – Monday 11 March** – the Chair will deliver an annual report and there will be an opportunity to ask questions and raise topics for the Eden Community Development Team's review of parish priorities. The Clerk will pursue the proposal that a defibrillator training session also be included.
- 14/19 Correspondence for Information** (Appendix 5) – the list of correspondence was noted. In addition the Clerk had received a hard copy of the Eden Local Plan. Cllr Govan proposed that Community Alert e-mails could be printed out and placed on parish noticeboards.
- 15/19 Clerk's report on any actions taken under delegated powers not otherwise mentioned** – no actions had been taken.
- 16/19 Councillors' reports and items for future agenda** – no items were proposed.
- 17/19 Date of next Meetings:**
Annual Parish Meeting – Monday 7.30 pm – agenda/topics to be confirmed
Annual Council Meeting – Monday 13 May – 7.00 pm
Ordinary Meeting – Monday 13 May – 7.30 pm (following Annual Council Meeting)

The meeting closed at 9.15 pm

A large print version of these minutes is available on request from the parish clerk. All documents relating to this meeting are available here: www.murton.org.uk

Signature 
Chairman, Murton Parish Council

Date of meeting

13/05/19