

## **BOOTLE PARISH COUNCIL**

### **DRAFT MINUTES OF THE ANNUAL GENERAL MEETING OF THE PARISH COUNCIL HELD ON 8<sup>TH</sup> MAY 2017 IN CAPTAIN SHAW'S SCHOOL, BOOTLE COMMENCING AT 7.30PM**

**1/17 Attendance**

Cllr D Faulkner, Cllr M Capstick, Cllr T Miles, Cllr P George, Cllr R Read

**Apologies**

Cllr G Stoker, Cllr, R Kenworthy, Cllr P Woodhouse

**2/17 Minutes of Annual General Meeting 9th May 2016**

Minutes of the Annual General Meeting of 9th May 2016 were approved and signed by the Chairman

**3/17 Election of Chairman**

The existing Chairman and Vice Chair stood down.

Chairman – Cllr Faulkner Proposed Cllr George, Seconded Cllr Read

There being no other nominations Cllr Faulkner was elected Chairman and took over the meeting. The Chair signed the acceptance of office.

**4/17 Election of other Officers**

**Vice Chair** – Cllr Kenworthy Proposed Cllr Miles, Seconded Cllr Capstick

Cllr Kenworthy had already indicated his willingness to stand.

There being no other nominations Cllr Kenworthy was elected Vice Chair.

**5/17 Accounts**

The Clerk/RFO gave an account of the finances for the last financial year.

The accounts had been subject to internal audit and approved. The variances had been identified and would be reported to the external auditor.

**6/17 Notification of Councillor Vacancies.**

There are currently two Councillor vacancies. No responses had been received from previous advertisements and it was agreed to re-advertise and put it on the Bootle Facebook page.

The Annual General meeting closed at 19.45 and the normal meeting resumed

**7/17 Exclusions of Press and Public**

There were no items on the Agenda that required exclusion

**8/17 DECLARATIONS OF INTEREST**

None

**9/17 Minutes of Meeting held on 10<sup>th</sup> April 2017**

The minutes of the meeting held on 10<sup>th</sup> April 2017 were approved and signed by the Chairman

8/5/17

### **10/17 Police Liaison Report**

A report had been received and circulated to all Councillors prior to the meeting. The report was accepted. An email had been received that PCSO Lawrenson had now moved districts.

### **11/17 PROGRESS REPORTS**

#### **11/17.1 Toilet Maintenance**

The Chair reported that the plumber was to commence work on 10 May to undertake minor repairs, it may require the toilets to be closed. Mrs M James had written and offered to pay towards repairs and refurbishment. It was agreed that a letter be sent thanking her for the offer. Cllr George reported that for the refurbishment that stainless steel would be the best option, that only 2 female toilets would be required when the reconfiguration was considered to allow disabled access and that there was a leak in the roof. It was agreed that the leak in the ladies and the leak in the gents be approved for a cost of below £200.

#### **11/17.2 Flooding**

It was reported that still awaiting signatures for permissions for the gravel management.

### **12/17 PUBLIC PARTICIPATION**

No members of the public were present.

### **13/17 County Councillor and District Councillors' Reports**

Cty Cllr K Hitchen had been re-elected as county councillor..

### **14/17 APPLICATIONS FOR DEVELOPMENT**

#### **14/17.1 Applications**

77/2017/4025 Fellside Farm, Bootle  
Agricultural sheep shed  
It was agreed to support the application

#### **14/17.2 Ratifications**

None under taken

#### **14/17.3 Approved Planning Applications**

7/2016/4018 Adjacent Glenrowan, Bootle Station, Millom  
Outline planning permission for one dwelling  
Reserved matters consent granted

#### **14/17.4 Appeal by Bootle Evangelical Church**

A letter had been received that an appeal had been lodged for the permission to replace windows. Cllr Faulkner to draft a response on behalf of the Council.

### **15/17 FINANCIAL RECORDS**

**15/17.1** The following payments were approved:  
V Bradley Internal Audit fee £ 70.00

Trustees of Captain Shaws	Room Hire	£180.00
E:on	electricity toilets	£ 36.29
CALC	Subscription renewal	£218.28
United Utilities	Water – toilets	£164.60
P George	Toilet consumables	£ 28.98
SH Pennellum	Toilet Cleaning April 17	£ 60.00

**15/17.2** A letter had been received that chq no 167 had been presented and there were insufficient funds in the current account to meet it. It was presented on 26 April on 28 April, sufficient funds were available. As a consequence there was a charge of £15 incurred.

**15/17.3** The Council were concerned that the water bill for the toilets was high. Chair to investigate alternative tariffs. Clerk to provide Chair with details of 2016 bills and charges.

**15/17.4 Receipts**

Parish Precept £14000.00

**15/17.5 To approve the cost of servicing and replacement of tyres and battery on the Countax mower estimated at £257**

Proposed by Cllr Miles, Seconded by Cllr George resolved to approve the spend

**15/17.6 Schedule of Assets was agreed**

The Schedule of assets was presented to the Council and were agreed

**15/17.7 Risk Assessment/Risk Register**

A risk assessment had been circulated to all Councillors prior to the meeting. It was agreed to accept it and was signed by the Chair.

**15/17.8** The accounts for the year ending 31.03.17 have been submitted and approved by the internal auditor and that they are a true and correct record and were accepted by the Council. An explanation of variances was agreed. It was **RESOLVED** that the accounts are submitted to BDO Hayward (Audit Commission) for external audit

**15/17.9 Financial Regulations**

The amendments to the new Financial Regulations which had been previously circulated to the Council were approved.

Proposed by Cllr Faulkner, seconded by Cllr Capstick

**16/17 VILLAGE MAINTENANCE**

**16/17.1 Identification of potential development sites**

LDNP were requesting identification of potential development sites. This to be put up on Bootle facebook site

**16/17.2 Councillor vacancies**

It was agreed to re-advertise the vacancies

**17/17 Reports from representatives on outside bodies and working groups**

8/5/17

**17/17.1 Beach**

Still awaiting response from Cumbria County Council

**17/17.2 Wellbank**

Waiting for completion of planning.

**17/17.3 Swimming Pool**

Planning application still in progress. Identifying fundraising opportunities

**17/17.4 Wellbank Footpath**

Design for footpath to go to Cumbria County Council

**17/17.5 Community Planning**

In abeyance.

**18/17 Correspondence**

All correspondence has been previously circulated.

**19/17 Councillor Matters**

- Cllr Read had received an email re blocked drains with dirt and leaves. Cllr Kenworthy to respond to it .

**20/17 Next Meeting**

The next meeting to be held at Captain Shaw's School, Bootle on 12 June 2017 at 7.30pm

There being no other business the Meeting closed at 9pm