

Minutes of Crosthwaite and Lyth Parish Council Meeting
held online on Tuesday 09 June 2020 at 7.30pm

MEMBERS PRESENT

Cllr Roger Smith (Chairman)	Cllr Robert Sykes (Vice Chairman)
Cllr Evelyn Brookes,	Cllr Alan Gerrard
Cllr Andrew Metcalfe	Cllr Tracy Johnson,

AGENDA

1. Apologies

Cllr Matthew Dobson

2. Declaration of interest

None

3. Dispensations

None

4. Minutes of the previous meeting held on 02 June 2020

- The minutes were adjusted to change comments made in Open Session by Graham Paine to more fully account for what he said.
- Finance – the addition of two items as received income

It was **proposed** that with these changes made the minutes should be signed as a true and accurate record of the meeting.

The Council **RESOLVED** to accept the proposal

- **Action**
 - Clerk to change minute and post to web site

5. Chairman's Announcements

- Welcome to Andrew Metcalfe and Alan Gerrard to the Parish Council
- The Neighbourhood Plan Grant has been granted and we wait for full receipt
- It was confirmed that speaker in Open session are invited to speak on items listed on the agenda, and for a maximum of 2 minutes.

6. To review items from the previous meeting not covered on this agenda

- The Clerk was asked to follow up on the matter of land near Mireside cottage raised at the February meeting
- **Action**
 - Clerk to follow this up

7. Open Session

- Chris Tomlinson spoke regarding item 8a. The trees are on their land and they have had them inspected by Lucy Saunders (LDNPA Tree Officer) and in her opinion none appears to be unsafe. Mr and Mrs Tomlinson have arranged for an Alistair Heard, an arboriculture consultant to examine the trees.

8. Planning

- a. T/2020/0062

Location : Woodland near 6 Oak Fold, Crosthwaite LA8 8EZ

Purpose : Prune two ash trees and one sycamore

Reply by 29 June

After some discussion and comments sympathising with both sides of the issue it was **proposed** that the Council is unable to support the application in the absence of expert opinion.

The Council **RESOLVED** to accept the proposal

- **Action**
 - Clerk to inform LDNPA of the decision

9. Finance

- a. Circulated by e-mail
 - i. Year End Cash Book
 - ii. Year End Income and Expenditure
 - iii. Year End Bank Reconciliation
 - iv. Year End Income and Expenses Variances
- b. It is **proposed** that the Council accept the above figures as being accurate for the Year End

The Council **RESOLVED** to accept the proposal

10. Internal Audit

- a. Comments from the Internal Audit
The comments from the Internal Auditor had been circulated prior to the meeting. The Clerk confirmed that he will look at the matter regarding Transparency Code.

- **Action**
 - Clerk to look at Transparency Code

11. Annual Governance and Accountability Return

- a. Annual Governance and Accountability Return
(the following documents have been circulated to councillors prior to the meeting)
 - i. Internal Audit Report (Part 2 Page 4)
It is **proposed** to accept the Internal Audit Report

The Council **RESOLVED** to accept the proposal

- ii. Annual Governance Statement (Part 2 Section 1 Page 5)
It is **proposed** that the Chairman and Clerk sign the above statement

The Council **RESOLVED** to accept the proposal

- iii. Accounting Statement (Part 2 Section 2 Page 6)
It is **proposed** that the Chairman and Clerk sign the above statement

The Council **RESOLVED** to accept the proposal

- iv. Certificate of Exemption (Part 2 Page 3)
It is **proposed** that the Certificate of Exemption is signed.

The Council **RESOLVED** to accept the proposal

- **Action**

- The above documents to be signed, copied and posted on notice boards along with the Electors Rights, and all sent to the External Auditor

12. To consider the attendance of councillors at on line meetings

Since the beginning of the pandemic the Council has met in an on line format which has been an issue for some councillors. It was agreed that these are exceptional circumstances and that all councillors should be encouraged to attend on line or by phone.

It was **proposed** that this will be looked at again in October which will be six months since the beginning of on line meetings.

The Council **RESOLVED** to accept the proposal

- **Action**

- Clerk to add to the October agenda

13. To consider future meetings with David McGowan

It was **proposed** to look at this again in September, and/or following a response to questions sent to Mr McGowan with a view to setting up a Public Meeting to enable parishioners to raise questions.

The Council **RESOLVED** to accept the proposal

- **Action**

- Clerk to add to the September agenda

14. Date of Next Meeting

- a. Parish Council Meeting Tuesday 07 July 2020 on line starting at 7:30pm

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CLlr Roger Smith (Chairman)

Dated:- 07 July 2020