

# Holme East Waver Parish Council

8th May 2025

Dear Member,

Your attendance is required at the Annual Meeting of the Parish Council to be held on Thursday 15th May 2025 following the Annual Parish Meeting in the Parish Hall, Newton Arlosh.

The business to be transacted is as shown on the accompanying agenda.

Yours sincerely,

M Abbs

\_\_\_\_\_ (Clerk to the Council)

**1.1 To elect chairman**, who will then sign the form of acceptance of office.

**1.2 Apologies for absence and declarations of interest.**

## REQUESTS FOR DISPENSATIONS

The clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.

## DECLARATIONS OF INTEREST

To receive declarations by elected and co-opted members of interests in respect of items on this agenda.

Cllr Hodgson had declared an interest in items 8.2.1, 8.3.1 prior to the meeting.

**1.3 To elect vice chairman**

**1.4 To consider re-adoption or amendment of standing orders.**

**1.5 To appoint** one member as Highways contact.

## 2 Minutes

**2.1 To approve** the draft minutes of the meeting of the Parish Council held on Thursday 25<sup>th</sup> March 2025

## 3 Report on action taken...

3.1 ...by members of the Council

3.2 ...by the clerk

3.3 **Public participation.** (At the chairman's discretion)

## 4 Correspondence

To review correspondence received and take any appropriate action.

## 5 New business

5.1 Playground – report on developments since last meeting.

5.2 To consider the re-appointment of Arewel to handle PAYE for the Council.

5.3 To consider the re-appointment of PL Gauntlett to handle the Internal Audit for the Council.

5.4 Parish Plan – Update on current items and any required discussion of matters raised at the Annual Parish Meeting.

Update on the Information Panel and Speed Indicator device and consideration of any other matters raised.

5.5 Vacancy on the Council.

5.6 Website - report and update.

5.7 Defibrillator – current position.

5.8 Village planters.

5.9 Wigton Baths Trust – request for financial assistance.

5.10 Saltcotes dogs.

## 6 Finance

### 6.1 Information

6.1.1 **To note** report of internal auditor.

## Holme East Waver Parish Council

- 6.1.2 **To consider approve and sign** annual return: governance statement.
- 6.1.3 **To approve accounts** 31<sup>st</sup> March 2025.  
print-out of Receipts & payments book; 3-year comparative summary;  
bank reconciliation & explanation of variance;  
bank statements to 31<sup>st</sup> March 2025
- 6.1.4 **To consider approve and sign** annual return: accounting statements.
- 6.1.5 **To consider approve and sign** the Certificate of Exemption from the Limited Assurance Review.
- 6.1.6 **To approve** accounts to 30<sup>th</sup> April 2025 (available at meeting).
- 6.1.7 **To note** Information Commissioner: confirmation of registration renewal to 6/4/26.
- 6.1.8 **To note** VAT return situation - amount to reclaim **£159.75**
- 6.1.9 **To note** Cumberland Council: precept payment **£8500**.

### **6.2 To approve** the following payments.

- 6.2.1 Clerk: salary **£428.61**
- 6.2.2 Clerk: expenses: phone and broadband £55.02, postage etc. 0.00, mileage 58 miles at 45p /mile £26.10 Total **£81.12**
- 6.2.3 CALC: subscription renewal 2025/26 – **£185.92**
- 6.2.4 Clear Insurance Management Ltd insurance renewal – **£586.11**
- 6.2.5 Arwel: for PAYE services **£50.00**  
Anticipated amount shown.
- 6.2.6 P L Gauntlett: internal audit fee **£60.00**
- 6.2.7 Information Commissioner: by direct debit and confirmation of renewal of registration **£35.00**
- 6.2.8 Green Team Garden Services grass cutting **£218.40**

## **7 Highways**

- 7.1 Highways steward

## **8 Planning.**

### **8.1 Applications on which Cumberland Council decision is awaited.**

None

### **8.2 Applications decided by Cumberland Council.**

- 8.2.1 HOU/2025/0040 Installation of external wall insulation and associated energy efficiency works as part of a wider retrofit project, 5 The Acre, Newton Arlosh (Gemma Jackson Home group) – **permission granted.**
- 8.3.1 FUL/2025/0050 Erection of replacement spray store, Shawhill, Kirkbride (Mr Vaughan Hodgson) -**permission granted.**

### **8.3 Applications dealt with under standing order.**

- 8.3.1 FUL/2025/0050 Erection of replacement spray store, Shawhill, Kirkbride (Mr Vaughan Hodgson)

### **8.4 Applications to be considered at this meeting.**

None

### **9.1 Documents received for comment.**

None.

### **9.2 Documents received for information** (available on request to clerk)

- 9.2.1 CALC Circulars.

### **10.1 Any information** brought by members of the Council.

### **10.2 Any information** brought by the Cumberland Councillor.

### **10.3 Any information** from the clerk.

### **10.4 Police** report

## **11 Meeting dates. (Provisional on item 1.4)**

### **11.1** Date of next meeting Parish Council Meeting is **Thursday July 10th 2025 at 7.30p.m in Newton Arlosh Village Hall**

### **11.2** Future date: **Thursday 11<sup>th</sup> September 2025 at 7.30p.m. in Newton Arlosh Village Hall**