



# Penrith Town Council

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## **MINUTES FOR THE MEETING OF THE TOWN COUNCIL**

**MONDAY 25 JUNE 2018**

### **PRESENT:**

Cllr. Baker	Penrith Pategill Ward
Cllr. Bowen	Penrith East Ward
Cllr. Briggs	Penrith East Ward
Cllr. Burgin	Penrith South Ward
Cllr. Clark	Penrith South Ward
Cllr. Donald	Penrith North Ward
Cllr. Jackson	Penrith North Ward
Cllr. Kenyon	Penrith North Ward
Cllr. Monk	Penrith West Ward
Cllr. Whipp	Penrith North Ward

Town Clerk  
Deputy Town Clerk  
Services & Contracts Manager

# **MINUTES FOR THE MEETING OF THE TOWN COUNCIL MONDAY 25 JUNE 2018**

## **PTC18/29 Apologies**

Members received apologies for absence from Councillors Connelly and Lawson.

## **PTC18/30 Minutes Approval**

Members approved the minutes of the meeting held on 21 May 2018.

### **RESOLVED THAT:**

The Chairman sign the minutes dated 21 May 2018.

## **PTC18/31 Interests & Dispensations**

Members were asked to disclose in their interests in matters to be discussed and to decide requests for dispensations.

## **PTC18/32 Public bodies (admission to meetings) act 1960**

Members considered whether any items should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2. None were identified.

## **PTC18/33 A66 repairs**

Members considered a presentation from Highways England to close the A66 from junction 40 to Appleby for seven weekends over September and October 2018.

## **PTC18/34 Public participation**

No members of the public had requested in writing to speak prior to the meeting.

a. County Councillors Bell and Carrick sent their apologies

**Eden District Council:** Cllr. Clark read out an update from the Leader of the District Council, Cllr. Beaty:

"The District Council has been busy employing a full-time Chief Executive as Dr Robin Hooper resigned in January. Rose Rouse will begin work soon and we will make sure that a meeting between the Chairman of Penrith Council is arranged once she is settled in.

EDC continues to work towards devolution of services to Parishes like Penrith and this has been a learning exercise for all. We hope to continue this process in a swifter manner now that we have been through that learning process. A large number of other Parishes have now offered to sign up to devolution of assets and services and it is the trailblazing of PTC that has helped EDC to develop how this is done.

This will enable to Parishes to be stronger as we move forward as Local government reorganisation is on the cards again and EDC is in discussions as to whether a Unitary Council or Councils for Cumbria would be better. No-one can deny that the current system is not suitable to modern governance.

The Leader has attended meetings with a joint events group and as we move towards the end of our agreement on funding events in Penrith we are looking at using this fund to hold events around the district and not just in Penrith. It was noted that Winter Droving as a signature events as well as the Eden Food and Farming Festival are looking at expanding across the district outside Penrith in future.

The Draft Masterplan for Penrith will be launched soon and a period of consultation will commence over the summer for at least 6 weeks. The Leader and Officers at EDC would like to thank Cllr. Jackson and colleagues for attending the stakeholder meetings along with his officers to help formulate the plan.

The Depot at Old London Road has been refurbished and is now complete, subject to finishing touches and our Contractor AMEY will move into the new building shortly. This will allow the plan for employment units to be developed there in the new year, subject to planning.”

Eden District Councillor Holden sent her apologies. ED Cllr. Taylor attended the meeting.

**b. Town Council:**

Town Councillor Baker attended an information sharing meeting at Highways England regarding the dualing of the A66. It is anticipated that the assessment and preferred route options would be defined by the end of 2019. Consultation would follow and be completed by 2022. Final costs would be agreed and approved in 2024 and if approved the dualing would take place over the following 5 to 10 years.

**c. Mayors Report:**

The Mayor informed the meeting that he had attended May Day and reported that he found the event to be inclusive, well organised event that goes from strength to strength in partnership with the Town Council. Along with Councillor colleagues and officers, the Mayor had been attending the stake- holders’ meetings for the EDC Masterplan and devolution discussions.

## **PTC18/35 Finance Committee**

- a.** Members were asked to note that the Councils Asset Transfer Support Officer had completed his contract and his support, hard work and guidance had been appreciated and acknowledged.
- b.** Members noted the following decisions from the Council's Finance Committee.

### **I. Internal Auditor Appointment**

That the Finance Committee had appointed Mrs Airey as the Councils Internal Auditor for 2018-19.

### **II. Finance Roles**

- That Cllr. Whipp would continue as lead Member for Devolution as Cllr. Whipp no longer holds a mayoral role after the Annual Meeting of the Town Council elections.
- That from 2 July 2018 Mr J. Jones would act as the Council's Responsible Finance Officer in accordance with the Local government Act 1972 Section 151.
- That from 2 July 2018 in the absence of Mr J. Jones, Mr I. Parker would act as the Council's Deputy Responsible Finance Officer in accordance with the Local government Act 1972 Section 151.
- That from 2 July 2018 in the absence of Mr Parker, Mrs V. Tunnadine would act as the Council's Deputy Responsible Finance Officer in accordance with the Local government Act 1972 Section 151.
- That as the Chairman of the Council, the Mayor would be required to sign the legal agreements for the transferred assets and that he would also continue to attend the devolution meetings with EDC and be kept informed of progress.

### **III. Council Plan 2017-22**

- That the Council Plan had been reviewed by each Council committee and members noted the progress made.
  - That the new work plan for the Finance Committee had been approved.
  - That the refreshed Council Plan be approved
- c.** Members were asked to consider and approve the following recommendations from the Council's Finance Committee:

#### **I. Budget Monitoring Report Year End 31 March 2018 Report**

To approve the year-end Budget Monitoring report to the 31 March 2018.

#### **RESOLVED THAT:**

The report be approved.

## **PTC18/36 Finance Committee continued**

### **II. Bank Reconciliation**

To approve the Bank Reconciliation for year-end 31 March 2018.

#### **RESOLVED THAT:**

The reconciliations be approved

### **III. Internal Audit Report**

To approve the internal audit report for year-end 31 March 2018.

#### **RESOLVED THAT:**

The Internal Audit report for year-end 31 March 2018 be approved.

### **d. Annual Governance and Accounts Return 31 March 2018**

Members noted that the Town Council must carry out a review of the effectiveness of the system of internal control within the fiscal year prior to the completion of the Annual Governance Statement. The review was carried out in September 2017 by the Finance Committee and approved by Full Council 27 November 2017 after members had considered the findings of the review.

Members considered the Annual Governance and Accounts Return (AGAR) 31 March 2018.

#### **RESOLVED THAT:**

- I.** The Annual Governance Statement be approved.
- II.** The Accounting Statements be approved.
- III.** The Chairman on behalf of Penrith Town Council be authorised to sign the accounting Statements.

## **PTC18/37 Fairhill – Payment due from Eden District Council**

The matter was withdrawn.

## **PTC18/38 Neighbourhood Plan**

Members viewed the draft Neighbourhood Plan.

### **RESOLVED THAT:**

The draft Neighbourhood Plan be approved and go out to consultation.

## **PTC 18/39 Mayoral Roles**

Members noted that for this Mayoral year Cllr. Jackson Mayor of Penrith would act as the lead member for projects related to the centenary of the World War 1 Armistice and Cllr. Baker would act as the lead member for projects related to Keep Penrith Clean.

## **PTC 18/40 Ward Walks**

Members agreed the commencement of Councillor ward walks to facilitate electorate engagement in all Penrith wards.

## **PTC18/41 Next Meeting**

Members noted the next meeting was scheduled for 24 September 2018.

### **CHAIRMAN:**

### **DATE:**

### **For the Attention: All members of the Penrith Town Council:**

Cllr. Baker	Penrith Pategill Ward
Cllr. Bowen	Penrith East Ward
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Cllr. Kenyon	Penrith North Ward
Cllr. Lawson	Penrith Carleton Ward
Cllr. Monk	Penrith West Ward
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