

ARTHURET PARISH COUNCIL

MINUTES of the Meeting of ARTHURET PARISH COUNCIL, held in the PARISH COUNCIL OFFICES, LONGTOWN on 5th AUGUST 2024

PRESENT

Councillor Sir JFS Graham (Chair), Councillor G Routledge (Vice Chair), Councillor M Gunson, Councillor C Adams, Councillor M Irving, Councillor C Johanssen and Cumberland Councillor T Pickstone

Parish Clerk and RFO and 2 members of the public

APOLOGIES

Councillor R Graham

Minute Number	
513	Declaration Of Interest RESOLVED that Cllrs M Gunson and C Johanssen have an interest in the allotments
514	Public Participation To note that member of the public number 1 was in attendance to observe and member of the public number 2 to speak Member of the public number 2 had the following to say: - <ul style="list-style-type: none">• They were surprised at the difficulties encountered by the Parish Council and a thank you for being honest and transparent about this• A thank you to the new Clerk and RFO for the good work they are doing and the way they are coping despite difficulties• Grateful for receiving a response to an email sent to the PC• A thank you for issuing a professional agenda for the community• Hopefully the PC can keep this going in future
515	To receive a report from Cumberland Councillor T Pickstone Disabled Parking Bays and Speed of Traffic The issue has been raised regarding speeding traffic leaving Longtown on Carlisle Road, however this will take some time to solve Traffic Regulation Orders (TROs) Cumberland Council have decided that TROs will now only be done in blocks. We will get an opportunity for TROs every 4 years. Our opportunity is next Summer, so any changes to speed limits, yellow lines that need doing, next Summer is our only opportunity. No requests for changes of speed have been received but this is our chance to think about it and any road marking changes. One area of thought is by Powdrake Crescent where the 30mph sign is close to the new estate. The thought is that school children will be using the lane from Netherby Road through to Lovers Lane to go to school and that Netherby Road end is straight in to a 60mph limit. Consider moving the 30mph limit further back and perhaps install metal barriers at the end of the track. Grant There has been a grant of £5,000 allocated to Longtown and none of this has been spent yet. This needs to be spent on 'things' and not 'events'. I can approve small amounts.

	<p>Bins Concerns have been raised regarding the lack of bins on Old Road. It is a busy dog walking area and we should have a bin there. Consider asking Cumberland Council for more bins and Longtown has expanded.</p> <p>Riverside Concerns regarding Riverside were emailed through. Have tried to call Riverside Housing but as of yet have not returned my call. Have spoken to the head of housing at the council who is in charge of the housing policy. Homes are allocated on a 'needs' basis and assessed to be a fit tenant. Some tenants may have additional needs and Riverside should have staff supporting these tenants by making sure they are in contact with the right services that they need. As Longtown is remote to some of the services this may be causing problems. A conversation is to be had with Riverside regarding this and also how they assess people. Perhaps we should set up a meeting with Riverside to discuss issues and concerns that Longtown has</p> <p>The Vice Chair thanked Cllr. Pickstone for acknowledging the letter he sent on behalf of some of the residents</p>
516	<p>To receive a report from representatives on other bodies</p> <p>516.1 Longtown Community Centre Board of Trustees – Cllr Sir JFS Graham RESOLVED that there is a meeting on the 6th August and will report back at the next PC meeting</p> <p>516.2 Allotment Committee – Cllr M Gunson and C Adams RESOLVED that the AGM took place and that the new committee is now in place – they are the same Chairman and Vice Chairman and a new Secretary RESOLVED that the PC and Allotment Committee are to meet to discuss duties of the allotment committee RESOLVED that Councillors are to put together a list of duties for discussion and the Allotment Committee are to put together a list of duties and then marry the 2 together – Clerk to add to next month's agenda</p> <p>516.3 Village Veg – Cllr M Gunson and Cllr C Johanssen RESOLVED that Councillor C Johanssen thinks there is no future in this project and perhaps should be planted up with flowers and shrubs RESOLVED that Councillors to consider this for discussion at next meeting</p> <p>516.4 CAP Initiative – Cllrs G Routledge and C Johanssen RESOLVED that Cllr C Johanssen has been on the online meetings RESOLVED that Cllr C Johanssen has continued to send reports and issues from residents to the CAP Initiative with no response since last year RESOLVED that Cllr C Johanssen to find out if the CAP is still in existence</p> <p>516.5 Borderlands Project – Cllr M Gunson RESOLVED that the working group met on the 10th July 2024 RESOLVED that the working group looked at the Cumberland Council communication plan in detail and there are now 4 projects RESOLVED that S Robinson talked about dates and the 10-year plan and emphasised that the money is secure RESOLVED that the next meeting is in September RESOLVED that the public consultation is to be pushed back to November due to not being ready and having not spoken to any landowners yet RESOLVED that there is to be a Cumberland Borderlands conference in Wigton for Longtown, Egremont and Wigton</p>

	<p>516.6 Borderlands Project – Community Representative Cllr C Johanssen RESOLVED that communications have been received regarding project ideas</p>
517	<p>Minutes The minutes of the meeting held on the 24th June and 1st July 2024 were submitted</p> <p>RESOLVED to authorise the Chairman to sign the minutes of the meeting held on the 24th June and 1st July 2024, confirmed as a true record</p>
518	<p>Speed Indication Devices RESOLVED that the Clerk is still trying to contact A Dodds of Cumberland Council to arrange a meeting regarding the siting of a further 2 SIDs on the Netherby Road and Moor Road</p> <p>RESOLVED that a contractor is to be contacted by the clerk, and a meeting between Highways, Cllr M Irving, Cllr G Routledge and the contractor to be arranged regarding siting SIDs</p> <p>RESOLVED that the clerk has contacted Highways regarding the memorandum of agreement</p>
519	<p>Dolly's Brae Works To receive a report from Cllr G Routledge of works required following damage to a resident's property at Bank Street RESOLVED that this is now completed</p>
520	<p>Riverside Lifesaving Equipment To receive an update on the lifesaving equipment RESOLVED to note the plastic bins are being returned and new metal ones are on order</p> <p>RESOLVED to note that the 'No Bathing' safety sign on the bridge is not clearly visible – Highways were contacted regarding this and their response is that it does need moving but not their responsibility</p> <p>RESOLVED that the Clerk to look further into who is responsible for moving the sign.</p> <p>RESOLVED that the RFO is looking at ordering a vandal proof lifebuoy housing</p>
521	<p>Play Area Inspections To consider the annual play area inspection email from Cumberland Council (<i>circulated</i>)</p> <p>RESOLVED that the high-risk item at Dollys Brae has been removed</p> <p>RESOLVED to look into the possibility of using some of the S106 money to upgrade the play areas</p> <p>RESOLVED that there is a lot of wood starting to rot and perhaps change this for metal</p> <p>RESOLVED that the older children need something like a 5 a side pitch</p> <p>RESOLVED that perhaps metal gym equipment could be purchased</p>
522	<p>Lighting Column on Longtown Bridge RESOLVED that the lamp needs replacing and that it appears it is the PC's responsibility</p> <p>RESOLVED that Highways be contacted regarding what exactly needs doing</p> <p>RESOLVED that the PC cannot afford this without a grant</p> <p>RESOLVED that the RFO to investigate this</p>

523	<p>Policies To review and adopt the co-option policy and co-option application form</p> <p>RESOLVED to adopt</p>
524	<p>Committees and Working Groups To ascertain which of the following are committees and which are working groups</p> <p>RESOLVED that Finance and General Purposes are one committee</p> <p>RESOLVED that Property and Playing Fields are one committee</p> <p>RESOLVED that Festive Celebrations is a working group</p> <p>RESOLVED that the Terms of Reference for each committee and working group be adopted – Clerk to draw up the terms of reference</p>
525	<p>Festivities To consider the Festivities working group report</p> <p>RESOLVED that the Senior Citizens lunch is to be held on the 13th December 2024</p> <p>RESOLVED that The Sycamore is to cater for this</p> <p>RESOLVED that Cllr C Johanssen to confirm Community Centre prices for hire of kitchen and the hall</p> <p>RESOLVED that the Rotary Club be invited to help</p> <p>RESOLVED that lights on the main Christmas tree, island, columns and solar powered lighting are to be the same as last year</p> <p>RESOLVED that the main Christmas tree is being donated</p> <p>RESOLVED to purchase 4 small trees for the planters on the A7</p> <p>RESOLVED that the crib to be erected as last year</p> <p>RESOLVED that the competition for best Christmas lights go ahead as last year</p> <p>RESOLVED to grant monies to 2 care homes and a children’s function</p>
526	<p>Financial Matters</p> <p>526.1 Bank Reconciliation to 24th July 2024 RESOLVED that the report was received (<i>copy herewith</i>)</p> <p>526.2 Financial Transactions to 24th July 2024 RESOLVED that the report was received (<i>copy herewith</i>)</p> <p>526.3 Expenditure to Approve to 24th July 2024 RESOLVED that the report was received (<i>copy herewith</i>)</p> <p>526.4 Monitoring Report – to receive a report detailing income and expenditure to 31st July 2024 against the budget RESOLVED that the report was received (<i>copy herewith</i>)</p>

527	<p>Website To consider changing website providers</p> <p>RESOLVED that provider be changed to Parish Online (<i>copy of report herewith</i>)</p>
528	<p>Reports To receive a report from the Clerk detailing what has been worked on in July (<i>copy herewith</i>)</p> <p>To receive a report from the RFO detailing what has been worked on in July</p> <p>RESOLVED that the RFO has applied for a grant for 4 metal seats – Queens Jubilee, British Legion, King's Coronation and D Day</p> <p>RESOLVED that RFO is still trying to sort a £2200 grant – still trying to find more information on this</p> <p>RESOLVED that Bank reconciliations, expenditure, financial transactions and monitoring report were up to date</p>
529	<p>Planning Applications (circulated prior to meeting)</p> <p>RESOLVED that the following applications are received, and the Planning Authority be advised of the Council's observations as follows:</p> <p>Application Ref: 24/0354 Proposal: Erection Of Detached Outbuilding To Form A Residential Annexe To Provide Ancillary Accommodation Location: Tall Trees, Sandysike, Longtown, Carlisle, CA6 5SR NO OBSERVATIONS</p> <p>Application Ref: 24/0391 Proposal: Erection Of storage shed for timber storage and grading Location: TG Norman (Timber) Ltd site 25, Longtown, Carlisle, CA6 5TR NO OBSERVATIONS</p> <p>Application Ref: 24/0372 Proposal: Erection of Detached Annexe Location: Woodhead, Longtown, Carlisle CA6 5TS NO OBSERVATIONS</p> <p>Application Ref: 24/0486 Proposal: Re-concreting of Farmyard Location: Fauld Farm, Arthuret Road, Longtown, Carlisle CA6 5SN NO OBSERVATIONS</p>

July 24

ARTHURET PARISH COUNCIL

BANK RECONCILIATIONS AT 25th JULY 2024

BARCLAYS CURRENT ACCOUNT - 70122297

Balance b/f at 24/6/24	-12,552.32			
Transfers from 40479306	28,327.21	Transfers to 40479306	8,989.26	
Income	9,446.96	Expenditure	22,859.96	
P Kirkup	705590	41.68	Balance c/f	-6,585.69
	<u>25,263.53</u>		<u>25,263.53</u>	

Bank Reconciliation

Balance per statement @ 25.7.24 1,500.00

Less o/s cheques

N Moscrop	b/f & c/f	705547	150.00
A Warwick	b/f & c/f	705559	150.00
HMRC	b/f & c/f	705566	817.62
HMRC	b/f & c/f	705589	817.62
NSAGG		705603	261.00
Cbind Council		705606	341.70
P Kirkup		705608	41.68
Carlisle BS		705609	191.37
Comm Centre		705610	65.00
E Mylnek		705611	430.00
Cochranes Nurs.		705612	1844.15
D Beattie		705613	102.81
Zurich Ins.		705614	217.86
D Beattie		705615	414.00
N Rushworth		705616	1089.44
T Robinson		705617	1080.64
L/town flower show		705618	60.00
T Robinson		705619	10.80
			<u>8,085.69</u>
			<u>(6,585.69)</u>

BARCLAYS PREMIUM ACCOUNT - 70122297

Balance b/f at 24/6/24	67,268.37		
Transfers from 70122297	8,989.26	Transfers to 70122297	28,327.21
Income			
Interest Received			
		Balance c/f	47930.42
	<u>76,257.63</u>		<u>76,257.63</u>

BARCLAYS GRATUITY ACCOUNT - 90167215

Balance b/f at 24/6/24	896.99		
Interest Received			
		Balance c/f	896.99
	<u>896.99</u>		<u>896.99</u>

	<u>Balance B/F</u>	<u>Balance C/F</u>
Account - 701222	(12,552.32)	(6,585.69)
Account - 404793	67,268.37	47,930.42
Account - 901672	896.99	896.99
	<u>£ 55,613.04</u>	<u>£ 42,241.72</u>

I certify that I have checked the above figures and am satisfied, to the best of my belief and knowledge, that they accurately represent the financial position of the Parish Council at the end of the year indicated.

FINANCIAL TRANSACTIONS

1. SUMMARY OF REPORT

This report details the expenditure incurred and the income received from 25th June 2024 to 25th July 2024.

2. RECOMMENDATIONS

- 2.1 that the undernoted expenditure of £22,859.96 is **NOTED**, and
- 2.2 the undernoted income of £9,446.96 is **NOTED**.

3. REPORT

- 3.1 The following expenditure transactions require to be noted:-

Supplier	Description	net	vat	gross
K Johnson	Backdated pay 23/24	1925.00		1925.00
D Beattie	Riverside cleaner	414.00		414.00
K Johnson	Clerk under pay	1280.07		1280.07
Longtown Community centre	Room hire	142.50		142.50
Arthuret PCC	Grass cutting grant	3000.00		3000.00
NSAGG Ltd	Allotment subs	261.00		261.00
HMRC chq to replace 705589	Tax & NI	1432.97		1432.97
Cumberland council	Play area inspections	341.70		341.70
Water plus	Water & waste charge	555.91		555.91
P Kirkup to replace 705590	Cleaners wage	41.68		41.68
Carlisle Business Supplies	Stationery	159.47	31.90	191.37
Longtown community centre	Room hire	65.00		65.00
E Mylnek	Riverside tree & grass	430.00		430.00
Cochranes Nurseries	plants	1548.39	295.76	1844.15
D Beattie	Supplies	102.81		102.81
Zurich	Adjustment premium	217.86		217.86
D Beattie	Riverside cleaner	414.00		414.00
N Rushworth	July wage	1089.44		1089.44
T Robinson	July wage	1080.64		1080.64
Longtown Flower show	Prize	60.00		60.00
T Robinson	Reimbursement of postage	10.80		10.80
NEST	Pension contribution	206.06		206.06
NEST	Gratuity payment	7675.00		7675.00
Sensible IT	Website	65.00	13.00	78.00
		22,519.30	340.66	22,859.96

- 3.2 The following income receipts require to be noted:-

Supplier	Description	net	vat	gross
Cumbria CF	Community Pot Fund 24/25	6448.78		6448.78
Eon	Electricity refund re CR	1261.08		1261.08
HMRC	VAT claim to 30.6.2024	1737.10		1737.10
		£9,446.96	0.00	£9,446.96

EXPENDITURE TO APPROVE/RATIFY

1. SUMMARY OF REPORT

This report details the expenditure to approve/ratify since the last meeting of the Council.

2. RECOMMENDATIONS

2.1 That the undernoted expenditure of £8,219.94 is **APPROVED/RATIFIED**

3. REPORT

3.1 The following expenditure transactions require to be approved/ratified*:-

<u>Detail</u>	<u>Supplier</u>	<u>net</u> Net	<u>vat</u> VAT	<u>gross</u> Gross
Allotment subs	NSALG	261.00		261.00
Replace chq 705589	HMRC Tax & NI	1432.97		1432.97
Play area inspections	Cumberland council	284.75	56.95	341.70
Water council offices	Water Plus	555.91		555.91
Replace chq 705590	P Kirkup	41.68		41.68
Stationery	Carlisle Business Supp	168.36	23.01	191.37
Room hire	Longtown Comm.Ctr	65.00		65.00
Grass & tree work	E Mlynek	430.00		430.00
Bedding plants	Cochranes Nurseries	1549.00	295.76	1844.76
Waste supplies	D Beattie	102.81		102.81
Adjustment of insurance cover	Zurich Municipal	217.86		217.86
Waste July wage	D Beattie	414.00		414.00
Clerk Salary	N Rushworth	1089.44		1089.44
RFO Salary	T Robinson	1080.64		1080.64
Flower show	Longtown Flower show	60.00		60.00
8 x 1st class stamps	T Robinson	10.80		10.80
Training C Johanssen	CALC	80.00		80.00
		7844.22	375.72	8219.94

Councillor signature.....

Councillor signature.....

Income

	April	May	June	July	August	September	October	November	December	January	February	March	Total	Budget	Variance	NOTES
Precept	75671.00												75671.00	75,671.00	0.00	Received as requested
Beckburn Community Pot				6448.78									6448.78	5,600.00	848.78	Community pot fund for 24/25
Beckburn grants													0.00	0.00	0.00	
Hallburn Grants	5831.72												5831.72	0.00	5831.72	relates to previous years Xmas lights
Other grants													0.00	0.00	0.00	
Allotment rents	230.00												230.00	1,240.00	-1010.00	
Christmas Party Raffle													0.00	0.00	0.00	
Pitch Fees													0.00	1,100.00	-1100.00	
Utility Refund				1261.08									1261.08	0.00	1261.08	
Interest Received													0.00	80.00	-80.00	
VAT				1737.10									1737.10	0.00	1737.10	
	81732.72	0.00	0.00	9446.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	91,179.68	83,691.00	7,488.68	
Expenditure																
	April	May	June	July	August	September	October	November	December	January	February	March	Total	Budget	Variance	
Clerks wages/HMRC/NEST	5099.62	2830.95	6622.22	13373.80									27926.59	37980.00	-10053.41	£7675 Gratuity & £15,554.94 relates to previous clerk
Cleaners salary	41.68	41.68	41.68										125.04	1169.00	-1043.96	
Council Rooms	12.03	328.44		555.91									896.38	1000.00	-103.62	
Admin Costs			484.25	140.16									624.41	500.00	124.41	
s137													0.00	23.00	-23.00	
Special Projects													0.00	9800.00	-9800.00	
Petty Cash													0.00	0.00	0.00	
Community Pot Grant	660.00	300.00		60.00									1020.00	5600.00	-4580.00	
other grants				3000.00									3000.00	3000.00	0.00	To Arthuret church
Allotments	137.04			222.18									359.22	400.00	-40.78	
Insurance			3432.68	217.86									3650.54	3300.00	350.54	Additional £217.86 premium adjustment re council rooms cover
Parks & Open Spaces	414.00	1154.10	834.00	3251.51									5653.61	14784.00	-9130.39	
Genera repairs													0.00	1000.00	-1000.00	
Subscriptions			457.70										457.70	900.00	-442.30	CALC
Assets			1905.23										1905.23	250.00	1655.23	New latop and lifesaving equipment
Members & training													0.00	500.00	-500.00	
Audit fees			175.00										175.00	510.00	-335.00	
Election costs													0.00	4000.00	-4000.00	
Clerk gratuity													0.00	2000.00	-2000.00	
Website	130.00	65.00	65.00	65.00									325.00	936.00	-611.00	
ICO													0.00	35.00	-35.00	
Foodbank													0.00	0.00	0.00	
Contingency													0.00	1000.00	-1000.00	
Christmas lights & Events	1111.13												1111.13	7000.00	-5888.87	Relates to work carried out in 2023/24
Sub total	7605.50	4720.17	14017.76	20886.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	47,229.85	95,687.00	-48457.15	
VAT	248.23	13.00	304.24	331.16												
Total	7,853.73	4,733.17	14,322.00	21,217.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	48,126.48	Total including VAT		

Parish Website Improvements Justification

Background

Arthuret Parish covers an area from Longtown to Easton in Cumbria, the most densely populated being Longtown itself. Within the parish are 3 noticeboards (Longtown, Sandysike and Easton) on which meeting agendas and minutes should be displayed. It is assumed that less than 1% of the parish population are aware of the workings of the parish council using these traditional methods. All Parish councils are required to have a website. This modern media method is ideal for ensuring that the majority of the population have access to agenda and minutes and through email, the ability to make contribution to the parish.

Issues and Concerns

- The current supplier (Sensible IT Solutions Ltd) are solely responsible for creating and editing the website. It is possible to upload files remotely, but this is not a simple task.
- The website does not appear to function correctly on mobile devices (IOS untested)– menus missing and access to files impossible.
- Website content is apparently “not secure” when seen on Microsoft Windows devices.
- Although to date Sensible IT Solutions Ltd have been responsive when files are uploaded. They appear reluctant to discuss day to day issues and to date we have no information regarding contract, or costs to be incurred in updating the existing website format.
- Currently it is unknown if the website meets the required “**Website Content Accessibility Guidelines (WCAG) 2.1 AA rating**”, as laid down by the S.L.C.C.
- Note, we are currently NOT under contract with Sensible IT Solutions Ltd and it is therefore presumed that only one months’ notice will be required.

Website Providers for Comparison

The following website providers have been selected predominantly by reputation and review. They all meet and exceed the requirements of NALC and the SLCC and offer .gov.uk domain names. Websites are viewable on all media and operating systems.

Aubergine – www.aubergine262.com

Netwise - <https://parishcouncilwebsites.org.uk/>

Parish Online - <https://www.parish-online.co.uk/>

Required Improvements

- To publish a website which meets the standard laid down by NALC and the SLCC
- Be more informative
- Allow editing by the Parish Clerk to ensure that the site is up to date.
- Be Inclusive to the parishioners

Additional Benefits

.gov domain name

- Changing from the current “ArthuretParishCouncil.co.uk” to [domain name].gov.uk emphasises the importance of the website as local government and future proofs the site should there be a move to insist that all local council use a .gov domain name, for which there is an expectation. The existing “Arthuretparishcouncil.co.uk” website will be redirected to the new .gov website, there will be an additional minor cost for this service.

Domain name options for the new site are

- www.arthuretparishcouncil.gov.uk
- www.arthuretparish.gov.uk
- www.arthuret-pc.gov.uk

Email:

- The current email address “APC791739@gmail.com has been used (until recently) for online shopping and personal use and may therefore increase the amount of spam traffic sent to the Parish council account.
- A requirement of the .gov website is that at least one email address is active to the domain.
- Provide email addresses (within the capacity of the account) to the entire Parish council. The addresses would be in the format of “clerk@ domain.gov.uk, or Cllr. xyz@ domain.gov.uk. These would be the only point of contact for members of the public, preventing councillors /clerks personal email addresses being in the public domain. Meeting both “Freedom of Information” (FOI) and “General Data Protection Regulation” (GDPR) requirements.

Inclusivity

- Parishioners would have the opportunity to request additional information (within the boundaries of Parish Council Guidelines) and the ability to have images published if required

The suppliers

Aubergine262

Provide a simple, standard but limited template on which the website is created. The websites meet all the day to day requirements of local council yet are flexible enough to be unique to the parish. Aubergine charge for the transfer of data to their site and technical support.

Some examples are :

- <https://www.patterdale-pc.gov.uk/>
- <https://www.prestbury.gov.uk/>
- <https://www.denverparishcouncil.gov.uk/>

Netwise

Have a detailed custom website created and maintained by the parish clerk. The website is designed, created, developed and maintained by the Parish Clerk using specialist software (with training provided by various media). The software only requires basic word processing/ file management competency to use. The website can be changed on a daily basis – if required. The website would be able to reflect the parish needs- a simple example would be to change the home page to reflect the

current season or Commemorative day. The software only requires basic word processing/ file management competency to use.

Some examples are :

- <https://bourtononthehill.org.uk/>
- <https://capel-pc.org.uk/>
- <https://stday.org.uk/>
- <https://martley-pc.gov.uk/>

Parish Online

Provide a simple, standard template on which the website is created but meet the needs of local parish council. The websites meet all the day to day requirements of local council yet are flexible enough to be unique to the parish. Parish online offer an array of technical support.

Parish Online offer 30% discount to CALC members.

Some examples are:

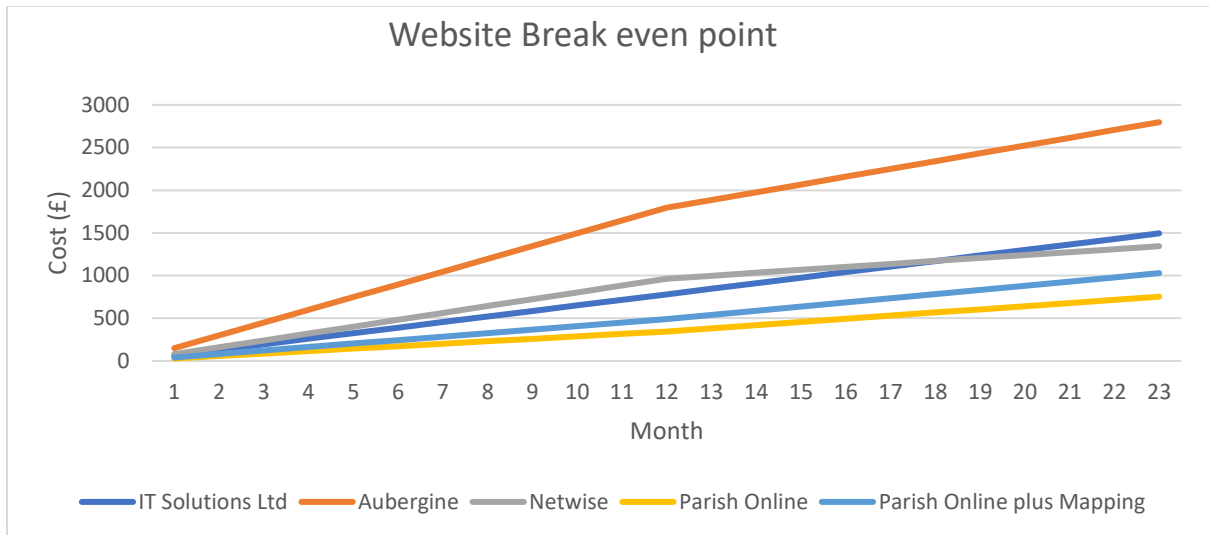
- <https://ilmington-pc.gov.uk/>
- <https://combemartin-pc.gov.uk/>
- <https://sthelenwithout-pc.gov.uk/>

They also offer digital mapping as an online app to assist with asset and data management of the parish. The mapping is designed to centralise all the information within the parish such as playgrounds, play equipment, boundaries, allotments etc and can be as detailed as showing safety equipment, benches and trees, and the maintenance requirement for each item. Digital mapping is offered at a **90 day free trial** before annual subscription with a 10% discount if the website subscription is taken.

Website needs and costs

Current costs for Sensible IT Solutions Ltd are £65.00 month (£780.00/ annum)

Requirement	Aubergine262	Netwise	Parish Online	Parish Online & Digital Mapping
Initial Set Up	YES	YES	YES	YES
.gov.uk set up	YES	YES	YES	NR
.co.uk to .gov.uk redirection	YES	YES	YES	NR
First year hosting	YES	YES	YES	YES
Cost for first year	£1394.00	£964.00	£330.00	£442.00
Saving over Sensible IT Solutions	-£614.00 (-79%)	-£184.00 (-23%)	£450.00 (58%)	£338.00 (43%)
Cost for second year onwards	£1094.00	£415.00	£430.00	£589.00
Saving over Sensible IT Solutions	-£313.99 (-40%)	£365.00 (47%)	£345.00 (45%)	£238.00 (31%)



Notes on costs

- All the above offer grants or discounts on the .gov. uk web domain and their costs include this
- Parish Online costs include the 30% CALC discount
- Parish online + digital mapping costs also include the 30% saving on mapping if taken with the website subscription.
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Conclusion

Moving to a new website provider offers a multitude of benefits

- Improved security and accessibility.
- Increased and improved control over website content
- Year on year cost savings after initial implementation
 - The greatest savings on year one (implementation) are through Parish Online (£450.00, 58%)
 - The greatest savings on year two onwards are through Netwise (£365.00, 47%)
- Exceeds current SLPCC requirements and will continue to be updated as required
- Parishioner inclusivity
- Future proofing

Note; The benefits of Digital Mapping should not be ignored. This is a powerful tool which could assist what is a large (by area) and complicated parish – Listed buildings, conservation area, footpaths etc, not only to the benefit of the current parish clerks but those who will follow.

Clerks Report – July 2024

The following are items that have been worked on in July 2024

Risk Assessment Policy

This is nearly complete, just have a couple of items to double check

Asset List

This has taken some time to put together. I have been around the play areas taking photos of play equipment so that this list is correct. Had a meeting with CA, MG and CJ to run through the last list and update it.

I think that this list is now complete, and I will double check it with Gordon

Financial Regulations

These have been updated, as agreed at the PC meeting on the 24th June 2024 and uploaded to the website

SID's

I am still waiting for A Dodds to reply to my numerous emails regarding setting up a meeting for the SIDs on Moor Road and Netherby Road. I have also asked Gary Wardle to chase her

Play Area's

Weekly Inspection sheets have been drawn up and photos of the play areas have been attached to each play area inspection sheet

CJ has been put forward for an inspection training course

No Bathing sign at the riverside

Cumberland Council were contacted regarding moving this sign. They directed me to Highways and the request has been sent to the relevant department. Awaiting a response.

Allotment Letters

Letters were drafted and sent to allotment holders that there were concerns about

Timesheet

A timesheet has been drawn up and in use for the cleaner

Longtown Bridge Lighting

I have just started to look at this. Gary Wardle has sent an email chasing this issue

Broadband and Phone

This has taken the most amount of time. Continuously chasing Onecom and getting nowhere. Previous Clerk had tied us in to a 5 year phone deal but no broadband.

We have, as of 31st July 2024, now got a go live date for broadband of the 8th August 2024

Council Rooms

These have been a complete mess since taking over as Clerk in June 2024. Food bank items were left in the rooms and had perished, other items have been taken to the community centre for distribution. We are slowly getting somewhere with tidying, cleaning and sorting through mounds of paperwork, but this will still take some time to finish

Website

The current website is not fit for purpose, so I have been gathering information and costs from various website providers that cater for Parish Councils and putting together a report for consideration (agenda for 5th August item 15)

The following documents have also been circulated: -

NALC – Chiefs Executive Bulletin, Newsletter, Events Schedule, Legal Bulletin,

CALC – Summer Workshops

Planning Applications – 24/0354, 24/0391, 24/0372, 24/0486