



## **Sedgwick Parish Council update February 2018**

### **INCIDENTS OF NOTE**

Within the area that your Parish falls, during the last month there have been 59 incidents reported, resulting in nine crimes being submitted.

Incidents related to the Parish. No incidents relate to the Sedgwick Parish

Others with community impact or of interest locally were:

11<sup>th</sup> Jan a large amount of lead reported stolen from the roof of the Memorial Hall Burton.

14<sup>th</sup> Jan A silver Ford Kuga suffered criminal damage at the Seven Mile bridge layby Crooklands, having windscreen and bonnet damaged.

29<sup>th</sup> Jan report received of 96 sheep being stolen over a period of several months from land near to junction 36 of the M6

30<sup>th</sup> Jan male from outside our area stopped on the A65 and arrested for Possession with intent to supply controlled drugs

It may have been noticed that our speed indicating device has been deployed near to the village hall, and though the data does not identify any major issues it has been passed to the Road safety partnership for their attention, there are also further works by the highways dept. to go ahead shortly around the bridge.

Rural areas are once again being targeted for break in's especially Pubs and isolated businesses such as Golf clubs, please be aware of any suspicious persons /vehicles and inform the Police.

South Lakes Police are proposing to offer cycle security marking again soon, anyone requiring more info please contact PCSO Boak

### **CRIME FIGURES**

Crime figures can be obtained via the Cumbria Police Website:

<https://www.cumbria.police.uk/Your-Area/Your-area.aspx>

Alternatively use the following link:

<https://www.police.uk/>

## **CRIME PREVENTION**

Any suspicious activity/vehicles please contact 101.

As Winter sets in and darker evenings please check on your security measures especially security lighting.

## **CUMBRIA COMMUNITY MESSAGING**

Please pass this message onto friends, family and residents of your areas to re highlight the issue.

If you would like to join Cumbria Community Messaging then please contact us or visit:  
[www.cumbriacommunitymessaging.co.uk](http://www.cumbriacommunitymessaging.co.uk)

It is managed by the Cumbria Neighbourhood Watch Association and offers you and other members of communities across Cumbria the means to receive crime information from Cumbria Police. You can select which information you wish to receive by managing your own settings, and it is completely FREE. Anyone can join, you do not have to be a member of Neighbourhood Watch (NHW), or become a member of NHW to join. Farm Watch, Church Watch and Camping and Caravan Watch are a small example of the schemes that you can register for. You can join as an individual or as a group. If you want to receive information but do not wish to be responsible for a larger group, you are still welcome to make use of this messaging system.

As well as Cumbria Constabulary the partners providing information are Cumbria County Council, Cumbria Fire and Rescue Service and Cumbria Neighbourhood Watch Association. If you do not have internet access, contact your local PCSO and they will aid in registering your details on the system.

## **FOLLOW US ON TWITTER AND FACEBOOK**

[www.twitter.com/cumbriapolice](http://www.twitter.com/cumbriapolice)

<https://www.facebook.com/cumbriapolice>

<https://crimestoppers-uk.org/>

Contact police on 101 For emergency always call 999

Your Police Community Support Officer is: Martin Boak 5251

Email: [martin.boak@cumbria.police.uk](mailto:martin.boak@cumbria.police.uk)

## Sedgwick Parish Council Website Report February 2018

As agreed, SR and BH met with Paul Calland to discuss new website on 22/1/18. We discussed a basic outline and agreed to supply a range of required source documents, artwork and photographs - they were sent 23/1/18. We have used many familiar page names and also included new resources such as maps/weather/message system etc. The website will be registered using the name and address of the clerk. The work agreed, falls well inside the set budget. The new site will be fully editable and will go through a test phase before being published. Training will be arranged so that AA/BH/SR will be able to edit eg create and add new pages and links in addition to updating.

We will have the capacity to invite community information from groups etc alongside the Village Hall Information, in addition to all the transparency information. This potential for community involvement could be communicated in the Spring Newsletter. Verbal update to follow for developments 5/2/18 onwards.

Cllr Holmes

## Sedgwick Parish Council Data Protection Report February 2018

The new EU General Data Protection Regulations (GDPR) are effective from 25 May 2018 and far reaching changes will have to be made to the way that data is handled by organisations – as a Parish Council, we are required to comply because we hold a variety (albeit a small amount) of personal data. Sector specific advice about how Parish Councils can become fully compliant has been very slow to emerge and training is still pending (7/8 March TBC). However, we have finally received some information from the Clerks' Forum – I have reviewed this advice so that we can identify what we still need to do to meet the deadline of 25<sup>th</sup> May.

**All local councils will be Data Controllers (even if all the data we hold is information about a single employee) and therefore will have to register with ICO ([www.ico.org.uk](http://www.ico.org.uk)) and pay an annual fee.** *ACTION We will need to register with ICO well before May 25<sup>th</sup> and pay the required, as yet unknown fee.*

**Parish Councils must appoint a Data Protection Officer (DPO) who has appropriate knowledge of the law and practices;** *We have already agreed an extra hour per week for our clerk to ensure that there is the capacity for the Clerk to take on this additional role ACTION: We need to include an additional clause in the clerk's contract*

**CALC encourages all Parish Councils to adopt a Data Protection Policy. In order to do this, Councils need to audit all personal data – names, addresses and email addresses of individuals and develop understanding of our legal obligations (see below)** *ACTION; We need to audit personal data and develop our own policy.*

We anticipate that the training (due to take place in early March) will include advice about registration, contracts, audit and policy and other aspects such as

- consent for processing personal data including photographs
- reporting data breaches
- responding to subject access requests
- rights for individuals to be erased/forgotten
- maintenance of an internal register of processing activities
- penalties for non-compliance

**We will need to allocate time on our March Agenda to agree a policy and officially appoint a DPO and ensure the issue is fully understood**

Cllr Holmes

**SEDGWICK PARISH COUNCIL HIGHWAYS REPORT FEBRUARY 5<sup>th</sup> 2018**

LOCATION	Postcode	Fault	Reference	Logged*	CCC Status	Notes
Along riverside from Force Bridge	LA80JU	Erosion of edge near bend Potholes/resurface	W17143958 9 W17144797 8	13/06/2017 21/09/17	Completed Completed	Re-reported 2/2/18 after deterioration W1880915423 W182936296 W1880915422
Castle View Junction	LA80JL	Renew Road Markings	W17143959 0	13/06/2017	Completed	NOT completed Promised at meeting with VU 5/1/18 Re-reported 20/1/18 W182936237 W182936238 W182936255
Wakefield Meadow Junction	LA80JD	Renew Road Markings	W17143960 0	13/06/2017	completed	
Carex Farm Junction	LA80JJ	Renew Road Markings				
Carex Farm to Shyreakes	LA80JJ	Potholes/edges/resurface 2miles	W17143959 4	13/06/2017	completed	Carex Farm re-patched 3/1/18 and Raines Hall patched 13/1/18 Others re-reported 13/1/18 W182936260 W182936381
Castle View Pavements	LA80JL	Repair all pavements	W17143959 7	13/06/2017	completed	NOT COMPLETED
Hill Close Pavements	LA80JR	Repair all pavements	W17143959 2		expected 4/18	
Crosscrake Rd T J by school	LA80LB	Various pot holes	W17144797 9	21/09/2017	Completed	Large Pothole filled
Well Heads Lane (N)	LA80JS	Large deep pothole	W1880915 410	2/1/18	Awaiting Assessment	
Natland Road		Verge Collapse Potholes and white lines	W18293625 0 W18293625 1	13/1/18	"	
Well Heads/Gypsy Hill	LA80JT	Deep Pothole	W18809154 19	2/1/18	"	
Sedgwick House Gateway	LA80JU	Drain Collapse	W18809157 84	5/2/18	"	
Basinghyll Gulley	LA88ED	Blocked Gulley Again	W18809157 85	5/2/18	"	
Cracked BT manhole cover at Castle View Junction	LA80JL	Cover cracked and tripping people and dogs	W18293626 1	13/1/18	"	
Sedgwick Railway Bridge	LA8 OJH	Bridge height sign loose and hanging	W18293656 8	13/1/18	"	Clerk update 5/02/18

## **Sedgwick Parish; Councillors' & Clerk Roles and Responsibilities**

Although we make decisions as a whole council and work very much as a team, Councillors take responsibility to lead on different areas of the Council's work.

If a resident wishes to contact the Council about an issue relating to one of these areas, they are welcome to contact the relevant Councillor (details below).

<u>Roles</u>	<u>Councillor Responsible</u>
Chairperson	Cllr Boyan Holmes
Vice-Chairperson	Cllr Richard Gill
South Westmorland Local Area Partnership	Cllr Willacy
Highways	Cllr J Stoker/ Cllr Willacy
Gritting	Cllr R Gill
Canal	Cllr Smith/Cllr Willacy
Millennium Field	Cllr J Stoker
Emergency Plan Officer	Cllr J Stoker
Website Officer	Cllr B Holmes
Planning Officer	Cllr Willacy
Finance	Clerk
Data Protection	Clerk

For all other issues, please contact the Clerk.

Updated February 2018

## **Budget Report February 2018 including Budget 2018-9**

The budget sheet shows our annual expected expenditure up until the year end - March 31<sup>st</sup> 2018 (column 4) which includes the payment of invoices for website development costs and emergency canal repairs. An amended breakeven budget for 2018-9 is proposed in Column 7, based on income from the precept that we set last month and expenditure as agreed in previous meetings.

### **2017-8**

- We have balanced the budget to within £20 of our projected income and expenditure.
- At the beginning of this financial year, our current account stood at £4200 but included £1700 from the SLDC Canal Grant received in the previous year which had been set aside to cover the final invoice of Phase 1 of the canal project.
- We purchased the toddler slide (£2100) without dipping into our long-term reserve but this (as planned) has reduced our current account balance by a further £1000.
- We will be able to reclaim a further £150 VAT from the website and Broadband costs accrued between January and March.
- Our grants from Cllr Eccles and transparency fund have augmented our income and enabled us to achieve even more than we expected, all without eroding our long-term reserve; a real achievement.
- We should finish the year with about £1500 in our current account, but crucially £10,000 still in our long-term reserve, set aside to properly maintain our Council owned amenities ie the Millennium Field Playground and Canal Wildlife Area. As a small council with limited scope to generate extra income, this is essential if we are to safeguard the long-term future of these amenities.

### **2018-9**

- We have increased our precept by 3% which will only increase the Council's income by £292.29 for the whole year (this emphasises how difficult it is for us to generate extra income) This increase will only partially offset the significant addition to our administrative costs required to comply with the new statutory data protection and audit regimes.
- It will therefore be a tight year financially; we need to budget to continue our safety inspection and maintenance schedule on the Millennium Field and continue our commitment to grass cutting and providing the Village Hall broadband. We also need to implement the next stages of the Canal Management Plan by commissioning a re-inspection and undertaking any urgent recommendations, although we do have the capacity to dip into the long-term reserve if necessary.
- This leaves £700 for Parish Priorities (excluding those already mentioned above), if we are to stay within a balanced budget. This should enable us to consider projects such as implementing the SLDC's new Public Space Protection Order (PSPO) and still have the capacity to respond to any issues that arise.

## Sedgwick Parish Council

### Estimated YEAR END 17 -18 and DRAFT BUDGET 18-19

	1	2	3	4	5	6	7
	2016/17	April-Oct 2017	to March 2018	Year End 2017/8	BUDGET 2017/8	Variance	Draft Budget 2018-9
	£	£	£	£	£	£	£
<b>EXPENDITURE</b>							
<b>Staff Costs</b>							
Clerks' Salary	4166.75	1244.00	2488.00	3732.00	3700.00	32.00	4464.00
<b>Total Staff Costs</b>	<b>4166.75</b>	<b>1244.00</b>	<b>2488.00</b>	<b>3732.00</b>	<b>3700.00</b>	<b>32.00</b>	<b>4464.00</b>
<b>All other payments</b>							
						0.00	
Clerks Expenses		50.49	79.14	129.63	150.00	-20.37	150.00
IT		279.51	0.00	279.51	300.00	-20.49	300.00
Website			753.00	753.00	0.00	753.00	120.00
Broadband		177.60	71.13	248.73	500.00	-251.27	230.00
Newsletters		121.24	255.07	376.31	400.00	-23.69	400.00
Other Administration	1778.61	36.19		36.19	50.00	-13.81	350.00
Training			100.00	100.00	0.00	100.00	50.00
Meeting Room Hire	182.00		165.00	165.00	165.00	0.00	180.00
Defibulator Costs			32.00	32.00	33.00	-1.00	36.00
Insurance	395.53	387.61		387.61	400.00	-12.39	400.00
Audit		150.00		150.00	150.00	0.00	150.00
CALC Subscription	157.00	160.14		160.14	160.00	0.14	170.00
Canal Maintenance	3273.00	1736.00	349.90	2085.90	1700.00	385.90	700.00
Grass Cutting	1180.00		1180.00	1180.00	1000.00	180.00	1200.00
Playground/Millennium							
Field Maintenance	289.35	1844.67	195.00	2039.67	750.00	1289.67	700.00
Other Parish Projects	2245.75	2294.97		2294.97	3500	-1205.03	700.00
Section 137	40.00			0.00		0.00	
Other	150.00			0.00		0.00	
VAT	586.30	889.95	435.14	1325.09	1000.00	325.09	0.00
<b>Total all other payments</b>	<b>10277.54</b>	<b>8128.37</b>	<b>3615.38</b>	<b>11743.75</b>	<b>10258.00</b>	<b>1485.75</b>	<b>5836.00</b>
<b>TOTAL PAYMENTS</b>	<b>14444.29</b>	<b>9372.37</b>	<b>6103.38</b>	<b>15475.75</b>	<b>13958.00</b>	<b>1517.75</b>	<b>10300.00</b>
<b>INCOME</b>							
Precept	9500.00	9742.89		9742.89	9750.00	-7.11	10,035.18
SLDC Grant	99.10	78.15		78.15	80.00	-1.85	75.00
Other	3302.87		1294.72	1294.72		1294.72	
VAT Refund	1701.67	586.30	1125.95	1712.25	1500.00	212.25	200.00
<b>TOTAL INCOME</b>	<b>14603.64</b>	<b>10407.34</b>	<b>2420.67</b>	<b>12828.01</b>	<b>11330.00</b>	<b>1498.01</b>	<b>10310.18</b>
<b>Year surplus/deficit</b>	<b>159.35</b>			<b>-2647.74</b>	<b>-2628.00</b>	<b>-19.74</b>	<b>10.18</b>
							3%
<b>BALANCES</b>							
Start Balance 1st April	14047.31	14,206.66		14,206.66	14,206.66		11558.92
Add Income to 31 March	14603.64	10407.34		12828.01	11330.00	1498.01	10310.18
Less Expenditure to 31 March	14444.29	-9372.37		15475.75	13958.00	1517.75	10300.00
<b>End Balance 31 March</b>	<b>14206.66</b>	<b>15241.63</b>		<b>11558.92</b>	<b>11578.66</b>	<b>-19.74</b>	<b>11569.10</b>
<b>Actual Bank Balance 31 March</b>	<b>14206.66</b>			est 11558.92	est 11578.66		