

1st May 2012

Dear Member,

Your attendance is required at the Annual Meeting of the Parish Council to be held on

Tuesday 8th May 2012 following the Annual Parish Meeting in Kirkbride School.

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

Yours sincerely,

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

# AGENDA

## To elect chairman, who will then sign the form of acceptance of office

* 1. **Apologies for absence and declarations of interest**
  2. **To elect vice chairman**
  3. **To elect** represenatatives to BTC Neighbourhood Forum, Allerdale ALC
  4. **To consider re-adoption or amendment of standing orders**
  5. **To appoint:**
     1. One member as Highways contact.

**2 Minutes** (previously circulated).

**2.1 To approve** the draft minutes of the Meeting of the Parish Council held on Tuesday 13th March 2012

**Note 1: reminder** that the order of business may be changed at the chairman’s discretion to avoid undue delay for visitors

**3** **Report on action taken**

3.1. by councillors

3.1.1 Play area: report from DT

3.1.2 Footpaths: (AN);

3.1.3 Highways steward (SW)

3.1.4 Newsletter group

3.2- by the clerk

3.2.1 Response made to MRWS nuclear waste repository consultation.

3.2.2 Response made to Mr Millie concerning MRWS nuclear waste repository consultation.

## 3.3 Public participation (at the Chairman’s discretion)

**4 New business**

4.1 Clerk

4.1.1To consider the re-appointment of PL Gauntlett Accounts Ltd to handle PAYE for the Council at the previous annual rate.

4.1.2 To re-appoint H.Isaac as the Council’s Internal Auditor.

4.2 Cycle Track – discussion of any developments.

4.3 Bus Shelter replacement – update on current progress/situation.

To discuss and approve any required action.

## 4.4 Mc Donald memorial – update and discussion/approval of any required action.

## 5 Correspondence

5.1 Natural England: renewal of management agreement Wedholme Flow.

5.2 RBS offer of banking services.

## 5.3 Environment Agency latest Internal Drainage Board Briefing.

5.4 Information Commissioner – Confirmation of renewal.

5.5 Kirkbride Learning Centre – request for support.

5.6 Kirkbride Jubilee Event Committee – request for support.

5.7 Kirkbride School – request for support for Jubilee Event.

5.8 CALC - notification of its stance on the nuclear waste repository proposal.

5.9 Mr Millie (e-mail) clarification sought concerning the MRWS nuclear waste repository consultation and the position of the Council.

5.10 Anthorn Sports Club - letter of thanks and receipt for supporting tennis coaching.

## 6 Finance

**6.1 Information**

6.1.1 **To approve accounts** to March 31st 2012 (circulated with this agenda)

print-out of Receipts & payments book; 3-year comparative summary;

bank reconciliation & explanation of variance;

bank statements to 31st March 2012

6.1.2 **To approve** annual return: accounting statements & governance statement.

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

6.1.4 **To note and confirm** details of asset register.

6.1.5 **To approve** accounts to April 30th (available at meeting).

6.1.6 Information Commissioner: confirmation of registration renewal to 6/4/13.

6.1.7 VAT return: refund received for 2011/2012 £691.53

6.1.8 Allerdale BC: precept: instalment 1- £5350

6.1.9 Allerdale BC: precept underpayment for 2011/12 **£700**

6.1.10 **To review clerks terms and conditions and approve** payment of clerk’s salary at the new rate for point 16 of the salary scale w.e.f. 1/4/12.

### 6.2 Payments to approve.

### 6.2.1-Clerk’s salary: £ 333.26

### Expenses: postage etc £13.70; telephone £4.00/broadband £10.66 = £28.36, travel 12m @ 36p=£4.32, total £32.68

6.2.2- Information Commissioner: **£35.00** by direct debit and confirmation of renewal of registration

6.2.3- Aon Insurance: renewal premium **£308.10**

6.2.4- Cumbria CC: for Children’s Playing Fields Association CPFA **£20.00**

6.2.5-A N Other: chairman’s allowance **£60.00**

6.2.6- H Isaac: internal audit fee **£60.00**

6.2.7 CALC: subscription renewal 2012/13 **£146.00**

6.2.8 - P L Gauntlett: share of invoice (£100) for PAYE services **£33.33**

6.2.9 - Kirkbride Primary School - printing of newsletter **£22.00**

6.2.10 CGM Grass cutting - **£136.79**.(incl VAT £22.72)

**7 Planning**

**7.1 Applications outstanding with Allerdale Borough Council.**

7.1.1 - 2/2011/0076 Appeal on refusal to erect bungalow, Linden Lea, Kirkbride.

7.1.2 - 2/2011/0751 Appeal on refusal to allow a Conservatory, Coniston, Kirkbride.

**7.2 Applications dealt with under standing order 7.2**.

7.2.1- 2/2012/0142 Modifications to existing building Rodway West Lane Kirkbride.

**7.3 Applications decided by Allerdale BC**

7.3.1 - 2/2012/0087 Appeal: Extension and modifications, 2 Powhill, Kirkbride. – approved.

7.3.2 – 2/2012/0053 Erection of 2 storage buildings, Kirkbride airfield. – approved.

7.3.3 – 2/2012/0112 Single storey extension,Camanna Bush Terrace, Kirkbride – approved.

7.3.4 – 2/2011/0938 Turbine, Shaw House, Kirkbride - approved

**7.4 Applications for consideration by this Parish Council meeting.**

None

**8.1 Documents received for comment**

None

**8.2 Documents received for information** (available on request to the clerk)

8.1 Plantscape – catalogue on DVD.

8.2 CCC Travel map and guide.

8.3 NHS Cumbria – May meeting concerning a smoking ban in playgrounds.

8.4 CALC County Circular April 2012.

8.5 CALC County Circular May 2012.

8.6 CCC Local News and Views.

8.7 Clerks and Councils Direct May 2012.

##### 9 Claypit Charity

**9.1**  Report from clerk

Completion of registration with the land Registry.

**10 Any items of information brought by…**

**1-**members of the Council

**2-** the Borough Councillor

**3**-the County Councillor

**4-** the Clerk

**5-**Police report

**11 Meeting dates**

**11.1 Date of next meeting: Parish Council Meeting:**

**Tuesday 10thth July at 7.00 p.m. in Kirkbride School.**

**11.2 Future meetings: on Tuesdays:**

**Tuesday 11th September at 7.00 p.m. in Kirkbride School.**