

2nd May 2017

Dear Member,

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

Wednesday 9th May 2017 following the Annual Parish Meeting in Kirkbride School.

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

Yours sincerely,

M Abbs

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (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.**

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.

An on-going dispensation is in force in respect of the Precept.

DECLARATIONS OF INTEREST

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

Members are reminded that, in accordance with the revised Code of Conduct, they are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council’s Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting.)

Members may, however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared in the Register, as well as any other registrable or other interests.

If a Member requires advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote, he/she is advised to contact the clerk at least 24 hours in advance of the meeting.

* 1. **To elect vice chairman**
  2. **To elect** representatives to BTC Neighbourhood Forum, Allerdale ALC
  3. **To consider re-adoption or amendment of standing orders**
  4. **To appoint:** 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 14th March 2017

**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 RT

3.1.2 Footpaths: (AN);

Current situation concerning the obstructed footpath.

3.1.3 Highways steward (SW)

3.1.4 Newsletter group

3.2- by the clerk

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

**4 New business**

4.1 To consider the re-appointment of PL Gauntlett Accounts Ltd to handle PAYE for the Council.

To note completion of paperwork for 2016 -17.

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

4.3 Hedge Cutting in the village - latest situation and any required decision.

4.4 Consideration of the situation concerning the introduction of Superfast Broadband to the Parish.

4.5 Playground - consideration of any required action arising from the Inspection Report. Consideration of painting quotation.

4.6 Possible reprinting of footpath maps.

4.7 Complaints about noise at weekends from rally cars on the airfield.

Report on investigations.

## 5 Correspondence

To review correspondence received and take any appropriate action.

5.1 Mc Donald memorial / Brighton House – update and discussion / approval of any required action.

5.2 Allerdale BC/CALC – Discussion of letters/e-mails concerning Precept/Concurrent Grant.

5.3 Pensions Regulator situation update.

5.4 British Red Cross – request for support.

5.5 HMRC – New PAYE authorisation for PL Gauntlet.

5.6 Bull Lees – consideration of response from Mr Mawby.

5.7 Farmers Flood Group – request for support.

## 6 Finance

**6.1 Information**

6.1.1 **To approve** annual return:governance statement.

6.1.2 **To approve accounts** 31st March 2017

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

bank reconciliation & explanation of variance;

bank statements to 31st March 2017

6.1.3 **To approve** annual return: accounting statements

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

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

6.1.6 **To approve** accounts to April 30th April 2017 (available at meeting).

6.1.7 **To note** Information Commissioner: confirmation of registration renewal to 6/4/18.

6.1.8 **To note** VAT return: refund submitted for 2016/2017 **£244.94**

6.1.9 **To note** Allerdale BC: precept: instalment 1 including CTRS grant of £79.58 - **£4929.58**

6.1.10 **To note** Via CALC – confirmation of S.137 spending limit of £7.57 per elector for 2017/18.

### 6.2 Payments to approve.

### 6.2.1-Clerk’s salary: £498.93

### Expenses: postage etc. £14.85; telephone and broadband £13.25 = £28.10,

### travel 13m @ 36p= £4.56, total £32.66

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

6.2.3- Aon Insurance: renewal premium **£292.72**

6.2.4-A N Other: chairman’s allowance **£60.0**

6.2.5- L Gauntlett: internal audit fee **£50**

6.2.6 CALC: subscription renewal 2017/18 **– £160.14**

6.2.7 - P L Gauntlett: share of invoice (£100) for PAYE services **£33.00**

6.2.8 - Colvilles Grounds Maintenance – Payment for grass cutting –

£56.79 + £11.36 VAT = **£68.15**

6.2.9 Dalston Aggregates – planter purchase (anticipated amount) **£66.99**

6.2.10 Messrs. John Graham – hedge cutting (VAT £30.00) **£180.00**

6.2.11 Toolstation purchase of litter pickers for the Community Litter Picking (VAT £13.32) – £**79.92**

**7 Planning**

**7.1 Applications outstanding with Allerdale Borough Council / Cumbria CC.**

7.1.1 – HRN/2014/0002 Hedgerow removal application, Townhead Farm, Kirkbride

(Mr A Hedworth & A and C Hedworth).

7.1.2 – 2/2016/0362 diversion of bridleway 240005, Townhead Farm, Kirkbride.

(Mr A Hedworth and A&C Hedworth)

7.1.3 HOU/2017/0018 Side extension to form bedroom and bathroom, West End Bungalow, Kirkbride. (Ms J Hedworth).

**7.2 Applications dealt with under standing order**

7.2.1 – 2/2016/0362 diversion of bridleway 240005, Townhead Farm, Kirkbride.

(Mr A Hedworth and A&C Hedworth)

**7.3 Applications decided by Allerdale BC / Cumbria CC**

7.3.1 HOU/2017/0026 Two storey end extension, Red Barn, Wigton. (Mr P Castles) – permission granted.

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

7.4.1 HOU/2017/0099 Demolition of existing conservatory garage and off shoot and erection of two storey end extension, Red Barn, Wigton. (Mr P Castles) Resubmission of HOU/2017/0026.

**8.1 Documents received for comment**

8.1.1 Cumbria CC – Consultation on the draft Cumbria Minerals and Waste Local Plan Main Modifications and Sustainability Appraisal Update.

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

8.2.1 CALC Circular.

8.2.2 HAGS Product Information.

8.2.3 Wicksteed information.

##### 9 Claypit Charity

9.1.1 United Utilities – wayleave receipt **£115.55**

9.1.2 Letter from Rt Hon. John Bercow MP concerning UK Parliament Week.

**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 (Provisional on Item 1.5)**

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

**Tuesday 11th July 2017 at 7.00 p.m. in Kirkbride School.**

**11.2 Future meetings: on Tuesdays:**

**Tuesday 12th September 2017 at 7.00 p.m. in Kirkbride School.**