

Kirkbride Parish Council



1st May 2018

Dear Member,

Your attendance is required at the Annual Meeting of the Parish Council to be held on Tuesday 8th May 2018 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

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

1.2 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.

1.3 To elect vice chairman

1.4 To elect representatives to BTC Neighbourhood Forum, Allerdale ALC

1.5 To consider re-adoption or amendment of standing orders

1.6 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 13th March 2018

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

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3 Report on action taken

3.1. by councillors

3.1.1 Play area:

3.1.2 Footpaths: (AN);

Current situation concerning the obstructed footpath.

3.1.3 Highways steward

Report from Cllrs and clerk on recent meeting with Highways Officers.

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 2017 -18.

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

4.3 Untidy Hedges in the village - latest situation and any required decision.

4.4 Playground - consideration of any required action arising from the Inspection Report.

Confirmation of receipt of grant and decision on spending plans.

4.5 To note the resignation of Mrs S Willis from the Council and notification from the clerk concerning the situation regarding the recruitment of a replacement.

4.6 Consideration of the dangerous tree close to a footpath no 240022.

4.7 Data Protection Policy - update and possible approval of documents required.

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 Wigton Baths Trust – letter of thanks for donation.

5.3 Allerdale BC – footway lighting on poles, latest situation and future stance on lighting provision.

5.4 HMRC- Changes to VAT reclaim procedure.

6 Finance

6.1 Information

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

6.1.2 **To approve accounts** 31st March 2018

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

bank reconciliation & explanation of variance;

bank statements to 31st March 2018

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

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

6.1.5 **To examine and approve** the Certificate of Exemption from the Limited Assurance Review.

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

6.1.7 **To approve** accounts to April 30th April 2018 (available at meeting).

6.1.8 **To note** Information Commissioner: confirmation of registration renewal to 6/4/19.

6.1.9 **To note** VAT return procedure: refund submitted for 2017/2018 **£206.76**

6.1.10 **To note** Allerdale BC: precept: instalment 1 including CTRS grant of £39.79 - **£4889.79**

6.1.11 **To note** Via CALC – confirmation of S.137 spending limit of £7.86 per elector for 2018/19.

6.2 Payments to approve.

6.2.1-Clerk's salary: **£508.89**

Expenses: postage etc. £10.32; telephone and broadband £24.24 = £34.56,

travel 8m @ 36p= £2.88, total **£37.44**

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**

Previous years' shown provisionally the clerk will confirm the 2018/19 figure at the meeting.

6.2.4- A N Other: chairman's allowance **£60.00**

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

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6.2.6 CALC: subscription renewal 2018/19 – **£165.00**

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**

Additional invoices may be brought to the meeting,

7 Planning

7.1 Applications outstanding with Allerdale Borough Council / Cumbria CC.

7.1.2 – 2/2018/0023 Conversion of traditional farm buildings to create two dwellings, Land at Powhill Farm, Kirkbride. (Mr Baird)

7.2 Applications dealt with under standing order

7.2.1 – 2/2018/0115 Variation of condition 2 of planning approval 2/2010/0408 for amendments to site layout, house types and elevations. Land adjacent to Rodway West Lane Kirkbride. (Tweddle Developments Ltd).

7.3 Applications decided by Allerdale BC / Cumbria CC

7.3.1 – HOU/2018/0028 Replacement of workshop with annexe and garage/store linked with the main house. Oakfield, Kirkbride. (Mr and Mrs Steven Carruthers) – withdrawn.

7.3.2 - 2/2017/0529 Application to vary condition 2 on planning approval 2/2013/0729 to remove remote footpath link and removal of affordable housing requirement, Ivydene, Kirkbride. (Mr Gordon). – withdrawn.

7.4 Applications for consideration by this Parish Council meeting.

7.4.1 – 2/2018/0139 Variation of condition 2 on application 2/2014/0820 to encompass the rebuilding of an existing outbuilding to accommodate dependent parental annexe. Oakfield (adjacent Greenside Farm) Kirkbride. (Mr & Mrs Carruthers).

7.4.2 - 2/2018/0182 Outline application for the demolition of existing house and proposed residential development. Land at Ivydene, Kirkbride (A.Gordon)

8.1 Documents received for comment

None

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.

8.2.4 Elovis Speed Signs information.

9 Claypit Charity

9.1.1 United Utilities – wayleave receipt £115.55

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 10th July 2018 at 7.00 p.m. in Kirkbride School.

11.2 Future meetings: on Tuesdays:

Tuesday 11th September 2018 at 7.00 p.m. in Kirkbride School.