

Kirkbride Parish Council



6st May 2019

Dear Member,

Your attendance is required at the Annual Meeting of the Parish Council to be held on Tuesday 14th May 2019 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 All Members to sign forms of acceptance of office

1.3 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.

1.4 To elect vice chairman

1.5 To elect representatives to BTC Neighbourhood Forum, Allerdale ALC

1.6 To consider re-adoption or amendment of standing orders

1.7 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 12th March 2019

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:

3.1.2 Footpaths: (AN);

3.1.3 Highways steward

Possible update on planned works.

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 2018 -19.

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.

Report on action taken on newly cleared area, seat purchase and decision on future action.

4.5 Condition of bus shelter at the North end of the village; possible decision on action.

4.6 Councillor vacancy.

5 Correspondence

To review correspondence received and take any appropriate action.

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

5.2 Wigton Baths Trust – letter of thanks for donation.

5.3 Village defibrillator provision – Village Hall Committee response and discussion of required action.

5.4 Kirkbride Primary School – request for grant support to replace/repair classroom conservatory.

6 Finance

6.1 Information

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

6.1.2 **To approve accounts** 31st March 2019

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

bank reconciliation & explanation of variance;

bank statements to 31st March 2019

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 2019 (available at meeting).

6.1.8 **To note** Information Commissioner: confirmation of registration renewal to 6/4/20.

6.1.9 **To note** VAT return procedure: refund to be submitted for 2018/2019 **£3374.09**

6.1.10 **To note** Allerdale BC: precept: instalment 1- **£4850**

6.1.11 **To note** Via CALC – confirmation of S.137 spending limit of £8.12 per elector for 2019/20.

6.2 Payments to approve.

6.2.1-Clerk's salary: **£508.89**

6.2.2Expenses: postage etc. £2.01; telephone and broadband £25.48,

travel 65.3m @ 36p= £23.52, total **£51.01**

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

6.2.4- BHIB Insurance: renewal premium **£259.70**

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

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

6.2.7 CALC: subscription renewal 2019/20 – **£148.72**

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

Kirkbride Parish Council

6.2.9 - Colvilles Grounds Maintenance – Payment for grass cutting –
£57.92 + £11.58 VAT = **£69.50**

6.2.10 – B Day – Re-imbusement of agreed expenses **£136.96**

6.2.11 – Al Arborist D Ormerod – Site clearance etc. **£980**

6.2.12 – A1 Arborist D Ormerod – Tree Maintenance **£360**

6.2.13 – Messrs J. Graham – Hedge trimming (VAT £35.00) **£210.00**

6.2.14 – Marmax Recycled Products – Seats Purchase (VAT £118.60) **£711.60**

7 Planning

7.1 Applications outstanding with Allerdale Borough Council / Cumbria CC.

None

7.2 Applications dealt with under standing order

None

7.3 Applications decided by Allerdale BC / Cumbria CC

7.3.1 – OUT/2019/0008 Outline application for the erection of 2no detached dwellings,
Land adjacent West Lea, Kirkbride (Ms Julia Rudd) – outline application approved.

7.3.2 - 2/2018/0567 Listed building consent for renovation of
Lilac House building and external works to rear land including
erection of 2 no dwellings, subdivision of land, works to clay
dabbin wall (forming carport) and formation of private road. Lilac
House Kirkbride Wigton (Hunter Contracts North East Limited) –
full plans refused.

7.4 Applications for consideration by this Parish Council meeting.

7.4.1 – FUL/2019/0069 Change of use from redundant agricultural barn to extension of existing
house, Mount Pleasant, Kirkbride. (Mr P Stamper)

8.1 Documents received for comment

8.1.1 Cumbria CC - Consultation on Speed Limit Review recommendations.

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

8.2.1 CALC Circular

8.2.2 Zurich Insurance service details.

8.2.3 Merchant Navy Day 3.9.19 information.

8.2.4 HAGS Product 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 1.6)

11.1 Date of next meeting: Parish Council Meeting:
Tuesday 9th July 2019 at 7.00 p.m. in Kirkbride School.

11.2 Future meetings: on Tuesdays:

Tuesday 10th September 2019 at 7.00 p.m. in Kirkbride School.