

Kirkbride Parish Council



**Minutes of the Ordinary meeting of the Parish Council held on line via Zoom
Meeting ID 818 6401 8622 Passcode 378525
on Tuesday 14 July 2020 at 7:00pm.**

Present: A Kirk (Chair) Cllr Day, Cllr Noblett, Cllr Mostyn and Cllr Irving.

1.1 Apologies for absence and declarations of interest.

County Cllr Mike Johnson and Cllr Hedworth had sent apologies.

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.

No requests for dispensations were made.

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.

Cllr Kirk confirmed her Declaration of Interest in items 7.1.2 and 7.2.3

2 Minutes (previously circulated).

2.1 To approve the draft minutes of the Meeting of the Parish Council held on Tuesday 10th March 2020 – **approved.**

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

3.3 Public participation (at the Chairman's discretion)

None

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 2019 -20. – **approved.**

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

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4.3 Footpaths – Update from the clerk including the latest concerning the pumping station ‘footpath’. Cllrs had strimmed a number of paths and some still required attention along with some gates. Cllrs **agreed** a fund of up to £50 for machine fuel and the purchase of a suitable can by Cllr Irving. Cllr Day had some materials to improve the path near the Pumping Station and Cllrs **agreed** to further expenditure of up to £200.

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

Re-opening after Covid – review and possible action.

The Inspection Report was discussed and some Low and Very Low Risk items were discussed.

The clerk was instructed to contact a manufacturer to obtain a repair quotation.

A Risk Assessment had been completed ahead of post Covid opening. New signage had been provided. Cllrs were unaware of any subsequent problems.

Disposal of waste and grasscutting were discussed and the clerk was instructed to contact the grasscutter.

4.5 Footway lighting proposals latest situation.

Cllrs discussed the latest correspondence concerning the proposal to transfer the cost of electricity to the Parish Council next year. Costings had now been provided. The clerk confirmed that an objection had been lodged.

Cllrs instructed the clerk to seek clarification as to whether Allerdale BC would be debating and voting on the issue and to request the replacement of the expensive lights with the cheaper alternatives.

5 Correspondence

To review correspondence received and take any appropriate action.

5.1 HSBC update on the Bank review and correspondence concerning additional services.

The clerk and Cllr Kirk updated Cllrs and confirmed that the review had been cancelled - for the time being. Due to confusion the bank had offered the Council £50 as compensation. Cllrs **agreed** to this and instructed the clerk to progress the matter with Cllr Kirk.

6 Finance

6.1 Information

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

6.1.2 **To approve accounts** 31st March 2020

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

bank reconciliation & explanation of variance;

bank statements to 31st March 2020. – **approved.**

6.1.3 **To approve** annual return: accounting statements. – **approved.**

6.1.4 **To note** report of internal auditor. – **noted and approved.**

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

6.1.6 **To note and confirm** details of asset register. -**noted and confirmed**

6.1.7 **To approve** accounts to 30th June 2020 (available at meeting). – **approved.**

6.1.8 **To note** Information Commissioner: confirmation of registration renewal to 6/4/21. -**noted.**

6.1.9 **To note** VAT return procedure: refund to be submitted for 2019/2020 **£420.89 – noted.**

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

6.1.11 **To note** Via CALC – confirmation of S.137 spending limit of £8.12 per elector for 2020/21. - **noted.**

6.2 Payments to approve.

6.2.1-Clerk’s salary: £1048.66 * – **approved.**

6.2.2 -Expenses: postage etc. £15.57; telephone and broadband £25.48, travel 21.3m @ 36p= £7.68, total £48.73 * – **approved.**

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

6.2.4- BHIB Insurance: renewal premium **£260.88 * – approved.**

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

6.2.6- L Gauntlett: internal audit fee **£50 * – approved.**

6.2.7 CALC: subscription renewal 2019/20 – **£155.76. – approved.**

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

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- 6.2.9 – Aspatia Farmers Ltd – bird food for recreational area **£53.15 *** – **approved.**
- 6.2.10 – SA Williamson Led – footpath materials (VAT £21.00) **£126.00 *** – **approved.**
- 6.2.11 – Messrs J. Graham – Hedge trimming (VAT £35.00) **£210.00 *** – **approved.**
- 6.2.12 – B Day – Planter and Woodland Area Expenses **-£50.48 paid *** – **approved.**
- 6.2.13 – Bowness on Solway PC – Share of Zoom license - **£26.13 paid*** – **approved.**
- 6.2.14 – A Noblett – Strimmer expenses reclaim **£26.98** – **approved.**

*** denotes payment previously authorised or authorised under Emergency COVID powers by the Chairman, Vice Chairman and clerk.**

7 Planning

7.1 Applications outstanding with Allerdale Borough Council / Cumbria CC.

7.1.1 - FUL/2020/0100 Installation of play equipment for infants & juniors in space at top of car park. The Bush, Inn Main Street, Kirkbride, Wigton (Mr Colin Smithson, Inn At The Bush Ltd)

7.1.2 - FUL/2020/0106 To extend an existing steel framed storage building by making it two bays longer and by adding a lean-to on one side to make it wider, Bank House, Church Road, Kirkbride, Wigton. (Mr William Irving)

The above were **noted.**

7.2 Applications dealt with under standing order

7.2.1 - Reserved matters of outline application for erection of dwelling utilising existing access OUT/2019/0033 Land between Sutherland House & The Garage, Kirkbride Wigton (Mr Wills)

7.2.2 - FUL/2020/0100 Installation of play equipment for infants & juniors in space at top of car park. The Bush, Inn Main Street, Kirkbride, Wigton (Mr Colin Smithson, Inn At The Bush Ltd)

7.2.3 - FUL/2020/0106 To extend an existing steel framed storage building by making it two bays longer and by adding a lean-to on one side to make it wider, Bank House, Church Road, Kirkbride, Wigton. (Mr William Irving)

The clerk confirmed that there had been no objections to any of these proposals. – **noted.**

7.3 Applications decided by Allerdale BC / Cumbria CC

7.3.1 – AGQ/2020/0001 Class Q for the conversion of former agricultural building to dwelling and removal of modern lean-to buildings attached to the building, Barns at Former Site of Black House Farm, Kirkbride, Wigton (Mr and Mrs Winder) – Notice of Property Developer Objections.

7.3.2 - Reserved matters of outline application for erection of dwelling utilising existing access OUT/2019/0033 Land between Sutherland House & The Garage, Kirkbride Wigton (Mr Wills)
- Outline approval granted.

The above were **noted.**

7.4 Applications for consideration by this Parish Council meeting.

None -**noted.**

8.1 Documents received for comment

None – **noted.**

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

8.2.1 CALC Circular -**noted.**

9 Claypit Charity

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

10 Any items of information brought by...

1-members of the Council

Cllr Day said he had personally requested that the Highways Department investigate the condition of the road network in the Birch Hill Lane area. Cllr Kirk will report some potholes near her home.

Cllr Noblett commented on the poor state of the fencing near the Railway Bridge and the clerk was instructed to put this on the September Agenda.

The bus shelter was also to feature again and it was hoped that Cllr Hedworth could obtain the quotation for the demolition of the existing shelter prior to the meeting.

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2- the Borough Councillor

Absent

3-the County Councillor

Absent

4- the Clerk

The clerk reminded Cllrs that there was still a vacancy on the Council and would be included again on the September agenda.

5-Police report

No report had been received. Cllrs were now asked to look online. – **noted.**

11 Meeting dates

11.1 Date of next meeting: Parish Council Meeting:

To be agreed at this meeting. Cllrs **agreed** that this could be in September.

11.2 Future meetings: on Tuesdays:

Tuesday 8^h September 2020 at 7.00 p.m. venue to be announced.

Noted.

The Chairman closed the meeting at 8.16 p.m.