

Kirkbride Parish Council



**NOTICE of the Annual meeting of the Parish Council to be held at Kirkbride School
on Monday 24th May 2021 at 7.00 p.m.**

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 consider re-adoption or amendment of standing orders.

2 Minutes (previously circulated).

2.1 To approve the draft minutes of the Meeting of the Parish Council held on Tuesday 9th March 2021.

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 –

See item 4.4

3.1.2 Footpaths –

3.1.3 Highways steward –

Discussion of new signage required at the lane next to the playground.

3.1.4 Newsletter group -

3.2- by the clerk -

Kirkbride Parish Council

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 2020 -21.
- 4.2 To consider the re-appointment of PL Gauntlett Accounts Ltd to handle the Internal Audit for the Council.
- 4.3 Footpaths –.
- 4.4 Playground -.
- Community Shelter installation report. Grasscutting update. Any related matters including the Woodland area.
- 4.5 Defibrillator update – Discussion of any action still required following the installation.
- 4.6 Possible location for a bench at the South end of the village.
- 4.7 Consideration of a possible sculpture/feature for the play or woodland areas. To be part funded by a parishioner contribution.

5 Correspondence

- To review correspondence received and take any appropriate action.
- 5.1 Council vacancy – consideration of application.
- 5.2 Response to an enquiry about a potential site for a football pitch.
- 5.3 Allerdale GDF Working Group – article for consideration.

6 Finance

6.1 Information

- 6.1.1 **To approve** annual return: governance statement.
- 6.1.2 **To approve accounts** 31st March 2021.
 - print-out of Receipts & payments book; 3-year comparative summary;
 - bank reconciliation & explanation of variance;
 - bank statements to 31st March 2021
- 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 30th April 2021 (available at meeting).
- 6.1.8 **To note** Information Commissioner: confirmation of registration renewal to 6/4/22.
- 6.1.9 **To note** VAT return procedure: refund to be submitted for 2020/2021 **£1171.40**
- 6.1.10 **To note** Allerdale BC: precept: instalment 1- **£4850.00**.

6.2 Payments to approve.

- 6.2.1-Clerk's salary: **£538.63**
- 6.2.2 -Expenses: postage etc. £6.42; telephone and broadband £38.22, travel 31.1m @ 36p= £11.20, total **£55.84**
- 6.2.3 - Information Commissioner: **£35.00** by direct debit and confirmation of renewal of registration. **paid.**
- 6.2.4 - BHIB Insurance: renewal premium **£263.63**
- 6.2.5- A N Other: chairman's allowance **£60.00**
- 6.2.6 - L Gauntlett: internal audit fee **£50 .00**
- 6.2.7 - CALC: subscription renewal 2021/22 **£160.54**
- 6.2.8 - P L Gauntlett: share of invoice (£100) for PAYE services **£40.00**
- 6.2.9 – Messrs J. Graham – Hedge trimming (VAT £21.60) **£129.60**
- 6.2.10 – B Day – Planter and Woodland Area Expenses **£19.76**
- 6.2.11 – B Day – Planter expenses **£31.96**
- 6.2.12 - GCS Fencing Ltd – anticipated invoice for the new Community Shelter. The clerk may bring the invoice to the meeting.

Kirkbride Parish Council

7 Planning

7.1 Applications outstanding with Allerdale Borough Council / Cumbria CC.

None

7.2 Applications dealt with under standing order

7.2.1 – HOU/2021/0072 Proposed raising of roof structure to existing sun room and associated alterations, Powhill Farm, Kirkbride, Wigton. CA7 5LF (Mr and Mrs King)

7.3 Applications decided by Allerdale BC / Cumbria CC

7.3.1 – HOU/2021/0072 Proposed raising of roof structure to existing sun room and associated alterations, Powhill Farm, Kirkbride, Wigton. CA7 5LF (Mr and Mrs King) – approval granted.

7.4 Applications for consideration by this Parish Council meeting.

7.4.1 - HOU/2021/0105 Ground floor extension and private roof terrace with spiral staircase, Oak Lodge, Greenside Farm, Kirkbride, Wigton CA7 5JH

7.4.2 – HOU/2021/0119 Proposed construction of single storey rear extension to property to create living room, downstairs shower room/sc and boiler room, The Old Mill, Kirkbride (Sandra Pringle)

8.1 Documents received for comment

None

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

8.2.1 CALC Circular

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

11.1 Date of next meeting: Parish Council Meeting:

To be agreed at this meeting – see item 1.4. Provisionally **Tuesday 7^h September 2021 at 7.00 p.m. in Kirkbride School.**