

## Kirkbride Parish Council



### NOTICE of the Annual meeting of the Parish Council to be held at Kirkbride School on Tuesday 10<sup>th</sup> May 2022 following the Annual Parish Meeting.

M Abbs – Parish Clerk

#### 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.

#### DECLARATIONS OF INTEREST

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

**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 8<sup>th</sup> March 2022.

**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 –

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 2021 -22.

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

4.3 Footpaths

Strimming of footpaths, possible consideration of quotation. Discussion of blocked footpaths.

4.4 Playground and Woodland area. -.

Update on the progress concerning the rainbow sculpture. Damage to playpark by vehicle, an update and insurance situation.

Current condition and discussion of any required work.

4.5 Possible adoption of phone box at the Lees.

Transfer from the Community Heartbeat Trust and possible donation to the charity.

Future function and responsibility for administering its usage.

4.6 HSBC – update on the compensation claim and internet banking.

## 5 Correspondence

To review correspondence received and take any appropriate action.

5.1 Update on the future of the 93/93A Bus Service.

5.2 Kirkbride PCC – application for a grass cutting grant.

Information and tender details from the Church Warden.

## 6 Finance

### 6.1 Information

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

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

6.1.3 **To approve accounts** 31<sup>st</sup> March 2022.

print-out of Receipts & payments book; 3-year comparative summary;  
bank reconciliation & explanation of variance;  
bank statements to 31<sup>st</sup> March 2022

6.1.4 **To approve** annual return: accounting statements.

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

6.1.6 **To approve** accounts to 30<sup>th</sup> April 2022 (available at meeting).

6.1.7 **To note** Information Commissioner: confirmation of registration renewal to 6/4/23.

6.1.8 **To note** VAT return procedure: refund to be submitted for 2021/2022 **£1304.39**

6.1.9 **To note** Allerdale BC: precept: instalment 1- **£4850.00**.

### 6.2 Payments to approve.

6.2.1-Clerk's salary: **£548.17 + backpay £57.20 = £605.37**

6.2.2 -Expenses: postage etc. £10.24; telephone and broadband £40.82,  
travel 31m @ 36p= £11.20, total £62.26

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

6.2.4 - BHIB Insurance: renewal premium **£290.61**

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 2022/23 **£169.76**

6.2.8 - P L Gauntlett: PAYE services **£40.00**

6.2.9 – Messrs J. Graham – Hedge trimming (VAT £21.60) **£129.60**

Anticipated amount which may be corrected at the meeting by the clerk.

6.2.10 – B Day – Planter and Woodland Area Expenses **£19.92**

6.2.11 – HSBC Bank Charges **£12.00**

Additional charges may be notified by the clerk at the meeting.

6.2.12 XMA Ltd – print cartridges (VAT £21.63) **£129.79**

## 7 Planning

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

7.1.1 - FUL/2021/0258 New build dwelling, Vacant plot, formerly Ivy Dene, Angerton. (C Gordon)

7.1.2 FUL/2022/0060 Change of use of store room to dog grooming salon, The Cottage, Kirkbride CA7 5JH (Andrea Armstrong)

### 7.2 Applications dealt with under standing order

7.2.1 FUL/2022/0060 Change of use of store room to dog grooming salon, The Cottage, Kirkbride CA7 5JH (Andrea Armstrong)

7.2.2 HOU/2022/0057 Build an extension to add kitchen and loft conversion to add 3 bedrooms and bathroom, Meadow Cottage, Kirkbride (Stephen Little)

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

7.3.1 - FUL/2022/0043 Proposal: Single storey extension to front elevation to include entrance canopy, walkway and alterations to hard standing, Doctor's Surgery, The Croft, Kirkbride, Wigton, CA7 5JH (Gareth Smith) – permission granted.

7.3.2 HOU/2022/0057 Build an extension to add kitchen and loft conversion to add 3 bedrooms and bathroom, Meadow Cottage, Kirkbride (Stephen Little) – permission granted.

## **Kirkbride Parish Council**

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

7.4.1 OUT/2022/0011 Outline application for erection of 2 detached dwellings including access, land adjacent to West Lea, West End, Kirkbride, Wigton CA7 5JU (Julia Rudd)

### **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 Elan City – product information.

### **9 Claypit Charity**

9.1.1 United Utilities – wayleave receipt £115.55

### **10 Any items of information brought by...**

10.1-members of the Council

10.2- the Borough Councillor

10.3-the County Councillor

10.4- the Clerk

10.5-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 12<sup>h</sup> July 2022 at 7.00 p.m. in Kirkbride School.**