

Kirkbride Parish Council



3rd May 2023

Dear Member,

Your attendance is required at the Annual Meeting of the Parish Council to be held on Tuesday 9th May 2023 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.

DECLARATIONS OF INTEREST

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

1.4 To elect vice chairman

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 14th March 2023

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);

Current situation concerning the obstructed footpath.

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 2022 - 23.

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

4.3 Vacancy on the Council.

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4.4 Playground - consideration of any required action. Update on the commissioned replacement equipment for repairs/upgrading. See also item 6.2.13.

4.5 Councillor vacancy.

4.6 Telephone box library – provision for storage space.

4.7 Thanks from parishioner for new seat near the airfield.

5 Correspondence

To review correspondence received and take any appropriate action.

5.1 Pension Regulator – Reminder that re-declaration date is later in the year.

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** 31st March 2023.

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

bank reconciliation & explanation of variance;

bank statements to 31st March 2023

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 30th April 2023 (available at meeting).

6.1.7 **To note** Information Commissioner: confirmation of registration renewal to 6/4/43.

6.1.8 **To note** VAT return procedure: refund to be submitted for 2022/2023 **£915.23**

6.1.9 **To note** Allerdale BC: precept: instalment 1- **£5000**.

6.2 Payments to approve.

6.2.1 Clerk's salary: **£595.83**

6.2.2 Expenses: postage etc. £7.82; telephone and broadband £55.02,
travel 4m @ 45p= £1.80, total **£64.64**

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

6.2.4 BHIB Insurance: renewal premium **£329.13**

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 2023/24 – **£189.25**

6.2.8 P L Gauntlett: invoice for PAYE services **£40.00**

6.2.9 B Day – Re-imbursment of expenses **£15.00**

6.2.10 Community Heartbeat Trust – Defibrillator annual support cost (VAT £20.00) **£198.00**

6.2.11 HSBC – monthly bank charges to April **£8.00**

Charges to May could be notified by the clerk.

6.2.12 Messrs. John Graham: hedge cutting (VAT £24.80) **£148.80**

6.2.13 online playgrounds – repair items (VAT £185.92) **£1115.52**

Anticipated amount shown.

7 Planning

7.1 Applications outstanding with Allerdale Borough Council / Cumbria CC.

7.1.1 - FUL/2022/0236 Hybrid application for plot 1 and outline for plots 2-5 including demolition of existing dwelling, formerly Ivy Dene, Angerton. (C Gordon)

7.1.2 - VAR/2022/0034 Variation to approved application 2/2018/0115 to amend condition 1 (drawings) for a revised house type for plot 19, Rodway, West Lane, Kirkbride, CA7 5JH (D R Tweddle)

7.1.3 - FUL/2023/0040 Erection of 1no two storey house to replace previously approved 1no semi-detached two storey houses, Land adjacent to Rodway, West Lane, Kirkbride. (Derek Tweddle)

7.1.4 – FUL/2023/0055 Change of use of former nursery building to domestic garage with ancillary storage, Lilac Cottage, Birch Hill Lane, Kirkbride. (Mr P Richardson)

7.1.5 – VAR/2023/0010 Variation to condition 2 on approved application FUL/2022/0155 to keep up with the evolving nature of the business and change the plans to split the managers accommodation from the other staff., White Heather Hotel, Kirkbride (Mar D Allely)

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7.2 Applications dealt with under standing order

7.2.1 – VAR/2023/0010 Variation to condition 2 on approved application FUL/2022/0155 to keep up with the evolving nature of the business and change the plans to split the managers accommodation from the other staff., White Heather Hotel, Kirkbride (Mar D Allely)

7.2.2 – FUL/2023/0055 Change of use of former nursery building to domestic garage with ancillary storage, Lilac Cottage, Birch Hill Lane, Kirkbride. (Mr P Richardson)

7.3 Applications decided by Allerdale BC / Cumbria CC

7.4 Applications for consideration by this Parish Council meeting.

None

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 – radar speed signs.

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 11th July 2023 at 7.00 p.m. in Kirkbride School.

11.2 Future meetings: on Tuesdays:

Tuesday 12th September 2023 at 7.00 p.m. in Kirkbride School.