

## **KIRKOSWALD PARISH COUNCIL**

|           |                                       |                                |
|-----------|---------------------------------------|--------------------------------|
| Chairman: | Mrs S Quinn (01768) 898543            | 1 Garth Hill<br>Castle Carrock |
| Clerk:    | Mrs R Lytollis (01228) 670451         | Brampton                       |
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### **Ordinary Meeting of Kirkoswald Parish Council held at 7.30 pm on Tuesday 19<sup>th</sup> June, 2018 in Kirkoswald Church Institute.**

**PUBLIC OPEN MEETING** (15 Mins): Members of the public can address the Council on any issues that they wish to draw to their attention. Afterwards, they cannot interject in the meeting.

**Present:** Mrs S Quinn (Chair), Mr A Jackson, Mr N Jackson, Mr J Little, Mr R Pickthall, Mr R Cranston, Mr J Haugh, Mr J R Raine, Mr R W Raine, County Cllr Driver and Mrs R Lytollis (Clerk)

### **MINUTES**

#### **ORDINARY MONTHLY MEETING**

1. **To receive any declarations of interest**- Mrs S Quinn (cheque reimbursement)
2. **To receive apologies**- Mrs J Tea (Vice Chair), Mrs B Borgogne & Mrs I Henderson
3. **Minutes:** It was resolved to authorise the Chair to sign the minutes of the ordinary meeting held on Tuesday 8<sup>th</sup> May, 2018 as a true record (proposed by Mr R Pickthall, seconded by Mr A Jackson, unanimous vote).

Amendment to point 21: 'Playing area not playing field'.

4. **To discuss any matters arising from minutes of previous meetings**- Covered under other agenda points.
5. **To receive updates on the Community Led Plan and councillor led areas**
  - Footpath towards Eden Bridge- The work is now complete and the path is being well used. It was noted that cattle are gathering at the gate (in a group of about 10 head). Councillors wondered if it would be possible to put some barbed wire across as they will stop people using it. Mrs S Quinn said that she will contact the land owner and the tenant to discuss the matter.
  - Parking- The Chair reported that she had received an email from the Highways Dept. regarding the 'Keep Clear' markings and the missing finger posts.
  - Two problems with parking- Junction of the back lane end. It was reported that there are vehicles parking near the road end severely reducing visibility for cars going onto the main street. It was noted that there are white lines as it is across a junction. It was agreed to pass the details to the Police for them to contact the householder to point out the problem.
  - It was reported that there is a van permanently parked in the village which is blocking the view for vehicles. It was agreed to pass its details to the Police.
  - Condition of roads- To be included in the Highways section.

6. **To receive a report from District Cllr Robinson-** Unable to attend.
7. **To receive a report from County Cllr Driver**
  - County Cllr Driver checked that councillors had all received her email with the update on recent points.
  - It was noted that there will be CVS event on 28<sup>th</sup> June. She said that it will be a useful event which will give chance to meet the new Resilience Officer.
  - Highways Dept. email regarding a fresh approach to third party agreements has not been sent out yet. It was noted that it will have an impact on the measures which can be taken in poor weather e.g. snow clearance.
  - County Cllr Driver promised to chase the letter to Mr J R Raine that he should have received following the meeting that he and Claire attended re feedback following the snow.
8. **To discuss litter at Scalehouses-** Mr J R Raine reported that he had had a look and felt that there wasn't a problem. It was suggested that perhaps the waste has already been removed. It was noted that the land agent is going to check and Mr A Jackson promised to have a look too.
9. **To discuss drawing up an Emergency Plan-** Mrs S Quinn said that she will look at the Emergency Plan once the Cumbria In Bloom judging has finished.
10. **To receive an update on the upkeep of Kirkoswald Church Institute-** Mrs S Quinn reported that Mrs L Little has suggested that she will write a report as and when there are developments, with Mr J Little feeding back to her (as Chair of Kirkoswald Church Institute).
11. **To discuss the proposed transfer of assets-** The fund suggested by District Cllr Robinson- the Church Institute feel that they don't need to apply for this funding at present. Mrs S Quinn said that she had suggested it to the Renwick Reading Room committee, but hadn't had a response. Mrs S Quinn suggested that perhaps the parish council could look at funding for the playground- a new surface is needed as it is breaking apart. Mrs S Quinn said that she had photographed the current play equipment and planned to ask Mrs G Ellis at Kirkoswald School to take a poll of the pupils to find out which pieces of equipment they like most in Kirkoswald and also possible options from other local play areas. It was noted that Ainstable village currently has a play area which is sited over grass (which might be safer) with low level timber equipment. Mrs S Quinn said that she will take it forward if people are interested.
12. **To consider any Police issues arising-** No reported issues.
13. **To receive the Highwayman's Report and discuss matters related to Highway**
  - Highwayman's report- Councillors were pleased to see that the big pothole on the road to Renwick has now been filled, along with a number of others in the parish. It was noted that some have been left proud of the surface. It was reported that there is still water running on the road at Scalehouses, despite having been reported last winter. Mr J R Raine reported that the wall has now given way. Mrs S Quinn said that she will contact Mr Bob Dowe and Mr John Banks to push it forward. It was noted that there are problem areas on the side of the road to Renwick- County Cllr Claire Driver promised to have a look at it on the way home. The Clerk was asked to report potholes on Sandy Hill and at the entrance to Little Sandhill. It was also noted that the gully at Eden Bridge has not been dug yet.

- Footpath adjacent to Methodist Chapel, Kirkoswald- After checking with the Land Registry, it has been established that the footpath is not registered and no one is claiming responsibility for cutting it. Mr A Jackson promised to cut the grass on behalf of the parish council, but councillors were clear that the parish council would not take responsibility for the steps etc..
- Signposts- It was noted that the final bill for the work has arrived. It was noted that there are still a couple of points outstanding (the sign to Renwick and one at the top of Kirkoswald village haven't been refurbished yet).

**14. To receive the Financial Report**

- To make payments of bills  
It was resolved to make the following payments (proposed by Mr J Little, seconded by Mr A Jackson, unanimous vote):
 

|                           |         |                  |
|---------------------------|---------|------------------|
| Clerk's Salary & Expenses | £302.57 | (Chq No: 101102) |
| BHIB Insurance Brokers    | £694.01 | (Chq No: 101103) |
| Mrs S Quinn (Voucher)     | £ 25.00 | (Chq No: 101104) |
| Defibrillator             | £250.00 | (Chq No: 101105) |
- Web Page Development Grant- Mrs S Quinn reported that a £100 grant has been approved. This is to be used to train the Clerk on how to update the parish website.
- Clerk to explain the new procedures relating to the annual return and sign the Certificate of Exemption- The Clerk updated councillors about the new procedures and councillors resolved that the Chair and Clerk sign the Certificate of Exemption.
- To agree to ask Mrs Jane Dawes to carry out the annual internal financial audit- It was resolved to ask Mrs Jane Dawes to carry out the internal audit (proposed by Mr J Little, seconded by Mr A Jackson, unanimous vote).

15. To consider any planning applications made and related matters- None received

16. To receive decisions on planning applications made- None received

**17. To consider correspondence received**

- Great Cumbrian Litter Pick- It was noted that there have already been two litter picks this year (from Kirkoswald to the Renwick border and a Girl Guide litter pick) and another planned for later in the year. It was decided not to take part in the Great Cumbrian Litter Pick.

**18. To receive Councillors' reports and items for future agendas**

- Usual agenda points

19. Date of the next meeting- 7.30pm on Tuesday 10<sup>th</sup> July, 2018 in Kirkoswald Church Institute

The meeting closed at 20.09

Signed: *R. E. Lytollis*

Clerk to Kirkoswald Parish Council

Date: 19/06/2018