

KIRKOSWALD PARISH COUNCIL

Chairman:	Mrs S Quinn (01768) 898543	1 Garth Hill Castle Carrock
Clerk:	Mrs R Lytollis (01228) 670451	Brampton
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Annual General Meeting of Kirkoswald Parish Council held on Tuesday 9th May, 2017, followed by the monthly ordinary meeting. The AGM began at 7.00pm 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- No public present

Present: Mrs S Quinn, Mrs J Tea, Mrs I Henderson, Mr J Haugh, Mr N Jackson, Mr A Jackson, Mr R Pickthall, Mr J R Raine, Mr R Cranston, Mrs R Lytollis (Clerk) & District Cllr Robinson

DRAFT MINUTES

ANNUAL GENERAL MEETING

1. **To receive the Chair's short report for the Council Year 2016/17**

Mrs S Quinn reported that once again it had been a year busy year with work to bins, benches, notice board, blocked drains and gullies, birthday celebrations for the Queen and repair to Eden Bridge. For the coming year we will be working on the parish plan, parking, reviewing procedures and potholes Councillors all thanked Mrs S Quinn for being a brilliant chair.

2. **To elect a Chairman for Council Year 2017/18-** Mrs J Tea proposed that Mrs S Quinn remain as Chair and was seconded by Mr J Haugh. Councillors voted unanimously in favour.

3. **To receive the Chairman's signed Declaration of Acceptance of Office-** Mrs S Quinn signed the Declaration of Acceptance of Office.

4. **To elect a Vice Chairman for Council Year 2017/18-** Mrs S Quinn proposed that Mrs J Tea remain as Vice Chair and was seconded by Mrs I Henderson. Councillors voted unanimously in favour.

5. **To receive apologies-** Mr R W Raine (away)

6. **Minutes-** It was resolved to accept the minutes of the last AGM held on Tuesday 10th May, 2016 as a true record (proposed by Mrs J Tea, seconded by Mrs I Henderson, unanimous vote).

7. **To appoint representatives to outside bodies-** Mr J Haugh (Village Hall Committee)- proposed by Mrs S Quinn, seconded by Mrs J Tea, unanimous vote.

8. **To appoint committees and sub-committees-** Footpath sub-committee- unchanged

ORDINARY MONTHLY MEETING

MINUTES

9. **To receive any declarations of interest-** Mr A Jackson (work to footpath)

10. **To receive apologies**- Mr R W Raine & Mr B Smythe

11. **Minutes:** It was resolved to authorise the Chair to sign the minutes of the ordinary meeting held on Tuesday 11th April, 2017 as a true record (proposed by Mrs J Tea, seconded by Mr A Jackson, unanimous vote).

12. **To discuss any matters arising from minutes of previous meetings**- The Clerk reported that she had notified United Utilities of the three water leaks (at High Bankhill, Low Huddlesceugh and Huddlesceugh Hall). It was noted that there is also a leak by the allotments.

13. **To receive an update on the co-option of a new councillor**- It was noted that there are three potential volunteers and it was agreed that councillors speak to them about the role in a little more detail.

14. **To receive a report from the Community Planning Group**

Parish Survey Report (Mrs S Quinn handed copies of the Action Plan to councillors)

Comments made:

1. Footway lights- Monitor which lights are repaired so that we know which ones to replace.
2. Litter dropped by those doing the C2C- It was suggested that posters be used to remind tourists to bin their rubbish.
3. Five Roads End needs a bin.
4. Councillors to note where additional bins would be useful.
5. NFU signage regarding dog worms- Land owners have the support of the NFU and information is available.
6. Once checked by the subcommittee, the report will be published and put on the website.
7. Parking near the school- Mrs S Quinn to write to the school suggesting that those delivering dinners to the school should put a large sign in their windscreen so that others don't think that they can park there.
8. It was agreed that after completing the footpath, attention should move to the parking throughout the parish.
9. Dog fouling- ensure that there are sufficient bins throughout the parish and put a notice in the Raven to publicise the issue.
10. Road Safety Measures- Engage with the Police and CRASH group to investigate the issue/ perception of problem with speeding throughout the parish.
11. Condition of Roads- Potholes and general road conditions throughout the parish.

15. **To receive an update on the upkeep of Kirkoswald Church Institute**- Nothing to report this month.

16. **To receive updates on the Community Led Plan and councillor led areas**

- Footpath towards Eden Bridge- The Chair reported that three quotes have been submitted. The specifications for the work had been agreed with the land owner and those quoting had been supplied with the specification document. It was agreed to move forward with the work immediately and it was proposed to ask Mr Anthony Jackson do so (it was resolved to agree a closing date for the work). Proposed by Mrs J Tea, seconded by Mr R Pickthall, unanimous vote.

17. **To receive a report from District Cllr Robinson**- District Cllr Robinson said that there is a constant battle with potholes. The water running beside Scalehouses has been resolved. Highways Dept. are due to start work on the Hartside road which will run for 17 weeks and will be controlled by lights. Clerk to ensure that PC Tony Labram send the Police newsletter to the parish council.

18. **To consider any Police issues arising**- A fire extinguisher was stolen in Kirkoswald.

19. **To receive any update on Cumbria In Bloom**- Nothing to report. Mrs S Quinn said that she is due to attend another judges' training session shortly.

20. **To receive the Highwayman's Report and discuss matters related to Highway**

- Signs- District Cllr Robinson to chase Tracy requesting a bill for the last project, so that we can then apply for a grant. The war buoys signs are still in need of work and councillors agreed to draw up an agenda to get on with it. Councillors were asked to look at the war buoys signs to determine which are in the worst condition.
- Street lighting- Covered above and District Cllr Robinson to take forward.
- Water on the road- Covered above.
- The signs into Renwick 30 mph signs- Clerk to contact Mr Kevin Crawley regarding this and also having a 30 mph zone through High Bankhill.

21. **To receive the Financial Report**

- The Clerk ensured that councillors had all got a copy of the cash flow spreadsheet. Mrs J Tea checked that the balances on the bank statement correlated with the spreadsheet.
- To make payments of bills (including grant payments) (Proposed by Mrs I Henderson, seconded by Mrs J Tea, unanimous vote):

Clerk's Salary & Expenses	£ 282.58	(Chq No: 101057)
Kirkoswald Methodist Church	£1000.00	(Chq No: 101058)
Kirkoswald Parochial Church Council	£1000.00	(Chq No: 101059)
Renwick Reading Room	£ 500.00	(Chq No: 101060)
Fellrunner Village Bus Limited	£ 337.80	(Chq No: 101061)
Kirkoswald Church Institute	£1000.00	(Chq No: 101062)
Renwick Church	£ 750.00	(Chq No: 101063)
Lazonby & District Swimming Pool	£ 250.00	(Chq No: 101064)
Defibrillator	£ 250.00	(Chq No: 101065)
Great North Air Ambulance	£ 250.00	(Chq No: 101066)
Cumbria Association of Local Councils (Subscription)	£ 218.28	(Chq No: 101067)

22. **To consider any planning applications made and related matters**- None

23. **To receive decisions on planning applications made**- None

It was noted that the Clerk had not received paper copies of any planning applications for some time. It is believed that some have been missed. It was agreed to send a letter of complaint to David Wright of the Planning Dept. and ask him to ensure that no more are missed.

24. **To consider correspondence received**- Covered under other agenda points. The Clerk was asked to forward the email report from Mr Brian Smythe to all councillors.

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

- Financial Regulations and Standing Orders- Clerk to send a sample document to councillors prior to meeting.

26. **Date of the next meeting**- 7.30 pm on Tuesday 13th June, 2017 in Kirkoswald Church Institute

Signed: R. E. Lytollis

Clerk to Kirkoswald Parish Council

Date: 09/05/2017

