

KIRKOSWALD PARISH COUNCIL

Chairman:	Mrs S Quinn (01768) 898543	1-2 Bluebell Lane
Clerk:	Mrs R Lytollis (01931) 712721	Penrith
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Annual General Meeting of Kirkoswald Parish Council held at 7.30 pm on Tuesday 4th May, 2021. This was followed immediately by the Ordinary Monthly Meeting. These meetings took place virtually due to Covid 19 restrictions

Present: Mrs S Quinn (Chair), Mr N Jackson, Mrs J Tea (Vice Chair), Mrs I Henderson, Mr J Haugh, Mr R Cranston, Mrs W Smith, Mr A Jackson and Mrs R Lytollis (Clerk). Mr J R Raine submitted a report prior to the meeting, but was unable to join due to technical problems.

DRAFT MINUTES

ANNUAL GENERAL MEETING

1. **To receive the Chair's short report for the Council Year 2020/21:** Mrs S Quinn forwarded a report to councillors prior to the meeting.
2. **To receive apologies:** County Cllr Driver (attending another meeting), District Cllr Robinson (attending another meeting), Mr N Edmundson (working, joined at 8.10 pm), Mr J R Raine (technical problems) & Mr J Little (working).
3. **To elect a Chairman for Council Year 2021/22** *(and to note that due to Covid-19 restrictions in May 2020, the Chairman had remained unchanged in 2020/21)*
 - Mrs S Quinn remained as Chair for the year 2020/21
 - Mrs S Quinn was elected as Chair for the year 2021/22 (proposed by Mr J Haugh, seconded by Mrs W Smith, unanimous vote). Mrs Quinn said that she only wished to remain as Chair until the broadband scheme has progressed further.
4. **To receive the Chairman's signed Declaration of Acceptance of Office:** Mrs S Quinn to sign the document in the presence of the Clerk.
5. **To elect a Vice Chairman for Council Year 2021/22** *(and to note that due to Covid-19 restrictions in May 2020, the Chairman remained unchanged in 2020/21)*
 - Mrs J Tea remained as Vice Chair for the year 2020/21
 - Mrs J Tea was elected as Vice Chair for the year 2021/22 (proposed by Mr J Haugh, seconded by Mr A Jackson, unanimous vote). Mrs J Tea said that she only wished to remain as Vice Chair for this year.
6. **Minutes:** It was resolved to accept the minutes of the last AGM held on Tuesday 14th May, 2019 as a true record (proposed by Mrs J Tea, seconded by Mr J Haugh, unanimous vote).
7. **To appoint representatives to outside bodies** *(and to note that due to Covid-19 restrictions in May 2020, the appointed representatives had remained unchanged in 2020/21)*
 - Representatives of outside bodies remained unchanged during 2020/21

- CALC /EALC: Mrs J Tea (proposed by Mrs W Smith, Mrs I Henderson, unanimous vote)
 - Police Committee: Mr J Little (proposed by Mrs W Smith, Mrs I Henderson, unanimous vote)
8. **To appoint committees and sub-committees** (and to note that due to Covid-19 restrictions in May 2020, the appointed committees and sub-committees had remained unchanged in 2020/21)
- There were no sub-committees in 2020/21
 - Community Led Plan 2021/22: Mrs S Quinn & Mrs W Smith

ORDINARY MONTHLY MEETING

*Due to the continuing need to meet remotely, and in order that all should be able to engage fully, all items were time-limited, unless the meeting voted otherwise. **Anyone with anything lengthy to say submitted it by email, and it was circulated before the meeting.***

PUBLIC OPEN MEETING (Maximum time 15 mins total, with 5 mins per individual): Members of the public were asked to submit questions to the Clerk (by telephone or email) by 12 pm on Tuesday 4th May, 2021. Parishioners could join the session electronically or by telephone, and could contact the Clerk for instructions. If they are unable to do so, the Clerk will contact them with a response after the meeting.

1. **To receive any declarations of interest**: None
2. **To receive apologies**: County Cllr Driver, District Cllr Robinson, Mr N Edmundson & Mr J Little
3. **Minutes**: It was resolved to authorise the Chair to sign the minutes of the ordinary meeting held on Tuesday 13th April, 2021 as a true record (proposed by Mrs J Tea, seconded by Mr A Jackson, unanimous vote).
4. **To discuss matters arising from the last meeting**: None
5. **To discuss broadband provision**: Mr Smythe's report was circulated prior to the meeting.
6. **To discuss the return to face-to-face meetings**: It was agreed to look at using the Methodist Chapel in Kirkoswald (if Wi-Fi is needed), otherwise in the main hall in Kirkoswald Church Institute, so that a meeting could be held in person.
7. **To discuss the Parish Plan**: Mrs S Quinn asked councillors for suggestions as to what should be included in the parish plan i.e. what will be relevant over the next 5 years. It was agreed to review the existing plan and put together a questionnaire. It was agreed the councillors submit ideas and Mrs J Tea agreed to collate them.
8. **To discuss the Pilgrimage visiting the parish**: Councillors agreed that it was a lovely idea. Mr N Jackson agreed to confirm whether the Cricket Club toilets could be used. It was agreed that the Clerk send a reply to the organisers saying that they are welcome and that we will make proper arrangements for them to stay.

9. **To receive the Financial Report**

- To make payments of bills due:
Clerk's salary and expenses £307.94 (Bank Transfer)
(proposed by Mr J Haugh, seconded by Mr A Jackson, unanimous vote)
- To make payment of grants due: Clerk to send bank details to Mrs J Tea
- Insurance: Mrs J Tea reported that she had spoken to Came & Co. and had been underwhelmed with their response. She said that she is getting other quotes, but had no figures yet.
- Training budget: It was resolved that the Clerk should carry out the CILCA training course (£80 fees) and be enrolled as a member (£480 fee) as this would be of benefit to the parish council (proposed by Mr A Jackson, seconded by Mrs W Smith, unanimous vote). Clerk to contact CALC.

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

- Noticeboards: Scalehouses- Parishioners have asked that the new board be sited within community itself. It was noted that those driving past could read the minutes on the board in the centre of Renwick. Councillors asked who owns the land, and permission would need to be sought. Two councillors voted in favour of moving the board, four voted that it should remain where it is. Mrs S Quinn said that she would speak to the parishioner who had raised the matter. Mr A Jackson and Mr N Jackson agreed to help put it up. Mrs S Quinn reported that Mr J R Raine had said that there had been some changes to steel prices, and the cost of each board had changed slightly.
- Sickergill bridge: work needed to the surface
- Several grit bins are damaged (near Nancy Cammock's, those on the road past Fog Close). Councillors were asked to report any others that are split to Mrs S Quinn (with the bin number).
- Potholes: It was reported that most have now been done and councillors were asked to notify Mrs S Quinn of any outstanding.
- Mr J R Raine reported that a number of roads have been resurfaced

11. **To receive a report from County Cllr Driver:** Unable to attend the meeting

12. **To receive a report from District Cllr Robinson:** Unable to attend the meeting

13. **To receive a report from the Church Institute:** Nothing to report

14. **To discuss Police matters arising:** Nothing to report

15. **To consider any planning applications made and related matters:** None

16. **To receive decisions on planning applications made:** None

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

- Usual agenda points

18. **To decide the date and venue of the next meeting:** 7.30pm on Tuesday 8th June, 2021 in Kirkoswald Church Institute

The meeting closed at 20.18

Signed: *R. E. Lytollis*

Clerk to Kirkoswald Parish Council

Date: 04/05/2021