

KIRKOSWALD PARISH COUNCIL

Parish Clerk: Nick Phillips, 14 Twickenham Court, Carlisle CA1 3TW Tel: 0750 800 1602

Email: KirkoswaldParishCouncil@Hotmail.co.uk Website kirkoswaldparishcouncil.co.uk

Minutes of the Kirkoswald Parish Council Meeting held on Tuesday 9 May 2023 in Renwick Reading Room at 7.30 PM

Present: Cllr S Quinn (Chair), Cllr I Henderson, Cllr J Haugh, Cllr A Jackson, Cllr N Jackson, Cllr J Little, Cllr H Kent, Cllr P Morgan, Cllr R Raine, Cllr W Smith, Cllr J Tea

Also Present: N Phillips Clerk/RFO, WaF Cllr M Robinson

Minutes

Annual Electors' Meeting

1. APOLOGIES FOR ABSENCE

Receives apologies for absence From WaF Cllrr Hanley

2. PUBLIC PARTICIPATION

– none in attendance.

3. **Chair's report 2022-23-received** the chair's report: In the past year we have welcomed two new members and new clerk, less dead animals reported this year as a positive yet problems still with litter and potholes in the parish. There were two major jobs this year, the War Memorial, which is looking great and B4RN which is nearly complete. The B4RN project has seen receipts into the council bank account of £8490 with expenditure of £508.12 leaving a balance of £7981.88 for community projects . There will be a meeting to decide how the community would like to use the money.

Annual General Meeting

1. **ELECTION OF CHAIR 2023/24 – Cllr S Quinn was re-elected**
2. **DECLARATION OF OFFICE-** received the Chair's signed declaration of acceptance of office.
3. **ELECTION OF VICE CHAIR 2023/24** Cllr A Jackson was elected as Vice Chair
4. **MINUTES OF THE 2022 ANNUAL GENERAL MEETING held on 10 MAY 2022**
authorised the chair to sign, as a correct record, the minutes of the meeting held on Tuesday 10 May 2022 .
5. **REPRESENTATIVES ON OUTSIDE BODIES-** To appoint representatives to outside bodies as necessary.
Cllr Tea – EALC and CALC
Cllr Morgan as Church Institute representative
6. **COMMITTEES AND SUB-COMMITTEES-** Resolved that Cllr Raine should continue to be Highwayman.

ORDINARY MONTHLY MEETING

1. **MINUTES OF THE COUNCIL MEETING held on 11 April 2023**
authorised the chair to sign, as a correct record, the minutes of the meeting held on 11 April 2023
 - a. To discuss any matters arising
 - i. Land at Woodbrow – Clerk to work with Cllr Tea and Cllr Raine and Cllr Haugh to look into ownership and registration.
 - ii. The Pound at Renwick – the clerk fed back that the land could be sold but that any funds had to be used for fixed assets.
2. **DECLARATIONS OF INTEREST**
 - a. No new declarations made.
3. **CO-OPTION OF COUNCILLORS-**
 - a. resolved to co-opt Jonathon Little as a Councillor for the Renwick Ward
 - b. noted that there is a vacancy for a councillor in the Kirkoswald Ward.
4. **PUBLIC PARTICIPATION** – no members of the public in attendance.
5. **WESTMORLAND AND FURNESS COUNCILLOR REPORTS – WAF Cllr Robinson** – Still areas to develop, there is a strategic planning group and local groups. Local plans are still live. Locality board has very little money to spend £500,000 for highways, £19,000 in grants but grants policy not yet written. Has been an expensive exercise but so far with little advantage.
6. **POLICE MATTERS –**

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a. **Resolved** not to submit any matters to the Local Focus Hub.

b. **received** information that there is a new Chief Constable.

7. **HIGHWAYMAN'S REPORT**-received the following items for the clerk to report standing water at Eden Bridge, water at Todd bank, whilst lots of potholes have been repaired there are many instances where a pothole within view of a repair had not been repaired. Some of the footway lights not working, councillors to report non-functioning footway lights to the clerk. None of the drains that have been reported have been cleared. Cllr Robinson was asked to feedback to Highways team about the work that has not been completed adequately with no apparent quality control. Huddlesceugh Hall Gulley

8. **CHURCH INSTITUTE** – Nothing to report.

9. **PLANNING APPLICATIONS** -

a. Noted the following application did not require approval

23/0174	CROGLIN HIGH HALL ARMATHWAITE CARLISLE CA4 9SG	<i>Prior Notification for the addition of solar panels on an agricultural building.</i>
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10. FINANCE

a. **Payments- authorised** schedule of payments totalling £5612.47 (VN 7-16)

VN	Inv. Date	PAYEE	CHQ. NO.	Purpose of Expenditure	AMOUNT £	VAT INCLUDED £	NET AMOUNT £
VN07	10/05/2023	N Phillips		Salary May	319.28	-	319.28
VN08	10/05/2023	N Phillips		Expenses May	24.39	-	24.39
VN09	10/05/2023	SRW Welding Ltd	INV-0057	Balance of work on War Memorial	1,800.00	-	1,800.00
VN10	21/04/2023	HSBC		Bank Charges	7.80	-	7.80
VN11	10/05/2023	Renwick with Croglin PCC		Churchyard maintenance	900.00	-	900.00
VN12	10/05/2023	Kirkoswald PCC		Churchyard maintenance	1,000.00	-	1,000.00
VN13	10/05/2023	Renwick Reading Room		Grant	500.00	-	500.00
VN14	10/05/2023	GNAAS		Donation	250.00	-	250.00
VN15	10/05/2023	Fellrunner Bus		Grant	311.00	-	311.00
VN16	10/05/2023	Lazonby Swimming Pool		Grant	500.00	-	500.00

b. **Monthly reconciliation (April 2023)** –

received and noted the reconciliation and balances

c. **Receipt –noted** receipt from Westmorland and Furness council for precept of £15372 R02 and a cheque deposited in Penrith for £500 dig grant.

d. **Monthly Budget- received and noted** the monthly budget overview.

e. approved the annual return 2022/23 and sign the Statement of Governance).

i. received for information the auditor's report

ii. discussed the Annual internal Audit report.

iii. completed the Annual Governance Statement and agreed for the chair to sign

iv. agreed and signed the accounting statement

11. **STILE IN PARKHEAD**- received an update that the stile had been ordered but the installation is at the discretion of the land owner, Chair to write to the landowner.

12. **PARISH LAND RENTAL FEES** – Decided to delegate this item to the group looking at Woodbrow.

13. **WAR MEMORIAL** –resolved not to create a further budget for stonemason work on memorial but to ask that the stones and wreath are removed. Resolved to try painting the top of one of the posts in a gold colour.

14. **ASSET REGISTER**- Deferred the update until the land ownership group had met.

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15. **RISK MANAGEMENT POLICY** – discussed the Draft Risk Management policy and clerk will work with Cllrs Quinn and Smith to finalise policy for next meeting.

16. **Councillors' reports and items for future agenda**

none.

4. **Date of next meeting**

The next meeting of the Parish Council will take place on Tuesday 13 June 2023 in Renwick Reading Room at 7:30pm.

Agenda items to be submitted to the Clerk by 12 noon on Friday 2 June 2023.