

# KIRKOSWALD PARISH COUNCIL

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

Email: [KirkoswaldParishCouncil@Hotmail.co.uk](mailto:KirkoswaldParishCouncil@Hotmail.co.uk) Website [kirkoswaldparishcouncil.co.uk](http://kirkoswaldparishcouncil.co.uk)

Tuesday, 2 January 2024

Dear Councillor

You are summoned to attend the **PARISH COUNCIL MEETING** that will be held at Kirkoswald Church Institute on **Tuesday 9 January 2024** at 7.30PM. The Public and Press are invited to attend.



Clerk

## AGENDA

### 111. APOLOGIES FOR ABSENCE

To receive apologies and approve reasons for absence

### 112. MINUTES OF THE COUNCIL MEETING held on 11 November 2023 and 5 December 2023

To authorise the chair to sign, as a correct record, the minutes of the meeting held on 11 November and 5 December (attached).

### 113. DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATION

- a. Register of Interests: Councillors are reminded of the need to update their register of interests
- b. To declare any personal interests in items on the agenda and their nature
- c. To declare any prejudicial interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the meeting for the relevant items)
- d. To make any requests for dispensation

### 114. Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

To decide whether there are any items of business which require exclusion of the press and public

### 115. PUBLIC PARTICIPATION

**PUBLIC PARTICIPATION (20 MINUTES ALLOWED)** - this agenda item enables Parish Councillors to hear the views, comments and/or complaints from the public. The Parish Councillors can respond. However (unless the items are already on the agenda) no council decisions can be taken at this meeting but, if appropriate, the matters can be put onto a future agenda for decision. Comments limited to 5 minutes per person.

### 116. Westmorland and Furness COUNCILLOR REPORTS – to receive items for information (items raised for decision will appear on the agenda for the next meeting subject to agreement by the council.)

### 117. POLICE MATTERS – to resolve

whether to submit any matters to the Local Focus Hub.

### 118. FINANCE

- a. **Payments- to authorise** schedule of payments totalling £2737.37 (VN 53-62)

VN	Inv. Date	PAYEE	REF	Purpose of Expenditure	AMOUNT £	VAT INCLUDED £	NET AMOUNT £
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58	10/01/2024	Nick Phillips	Salary	Salary	552.40	0.00	552.40
59	10/01/2024	HMRC	PAYE	HMRC - tax	63.80	0.00	63.80
60	10/01/2024	Nick Phillips	expenses	Clerk's Expenses	24.39	0.00	24.39
61	10/01/2024	Hayton Parish Council	INV7	Clerk's Expenses	15.98	0.00	15.98
NB payments below already paid and for information only.							
53	16/11/2023	London Hearts	Donation no 25923	Defibrillator grant	750.00	0.00	750.00
54	22/11/2023	London Hearts	Donation 26183	Defibrillator grant	750.00	0.00	750.00
55	13/12/2023	D&G Electrical Services North West Ltd	INV328	Defibrillator Installation	325.00	65.00	390.00
56	13/12/2023	D&G Electrical Services North West Ltd	INV329	Defibrillator Installation	150.00	30.00	180.00
57	21/11/2023	HSBC	Bank Charges	Bank Charges	5.80	0.00	5.80
62	21/12/2023	HSBC	Bank Charges	Bank Charges	5.00	0.00	5.00

**b. Monthly reconciliation (November 2023) – to**

**receive and note** the reconciliation and balances checked by Cllr Smith.

**c. Monthly budget update- to receive and note**

119. **HIGHWAY MATTERS:** To receive, for information, any items relating to the highway and **Resolve** which to ask the Clerk to report to the Highways Authority.
120. Benches – Councillors to provide Clerk with locations of benches requiring replacement
121. Speed limit application – to resolve whether to apply for a reduction in speed limit to 20mph with locations as per attached.
122. Polling station for Renwick 2024- to decide on a suggested alternative polling station location for Renwick for 2024 (attached)
123. Christmas Tree – to discuss and agree approach for future years.
124. Grant application from Kirkoswald Church Institute – to resolve whether to agree a grant of £1500.
125. Precept 2024-25 – to resolve whether to increase the precept to £18000 or remain at £16500 as per budget.

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

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

**127. Date of next meeting**

**The next meeting of the Parish Council** will take place on Tuesday 13 February 2024 in Kirkoswald Church Institute at 7.30 PM.

Agenda items to be submitted to the Clerk by 12 noon on Thursday 1 February 2024.

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## Minutes of the Kirkoswald Parish Council Meeting held on Tuesday 14 November 2023 in Kirkoswald Church Institute at 7.30 PM

**Present** Cllr A Jackson (Chair), Cllr J Haugh, Cllr I Henderson, Cllr N Jackson, Cllr S Quinn, Cllr R Raine

**Also Present:** N Phillips Clerk/RFO, Westmorland and Furness Cllr Robinson

### 86. APOLOGIES FOR ABSENCE

received apologies and approved reasons for absence Cllrs Kent, Little, Morgan, Tea and Smith, WaF Cllr Hanley

### 87. MINUTES OF THE COUNCIL MEETING held on Tuesday 10 October 2023

authorised the chair to sign, as a correct record, the minutes of the meeting held on 10 October 2023.

### 88. DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATION

- a. Register of Interests: Councillors are reminded of the need to update their register of interests - none
- b. To declare any personal interests in items on the agenda and their nature none
- c. To declare any prejudicial interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the meeting for the relevant items) none
- d. To make any requests for dispensation none

### 89. Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

None

### 90. PUBLIC PARTICIPATION

**PUBLIC PARTICIPATION (20 MINUTES ALLOWED)** -none present.

91. **Westmorland and Furness COUNCILLOR REPORTS**—received the following items for information – School transport review has been completed and Great Salkeld has been removed from route that local children are on. There are still some teething issues which will take some time to bed in. Langwathby station car parking price has been reduced from £12 per day to £2 per day. Road closure in Kirkoswald is likely to be 4 days rather than the advertised 7 days. Place action groups – proposal that Chair of parish councils and clerks will be involved. Flooding, recent storms have highlighted areas of particular problem.

92. **POLICE MATTERS** –resolved not to submit any matters to the Local Focus Hub.

### 93. PLANNING APPLICATIONS -

- a. Noted the following applications were granted approval

22/0086	SCALES HALL RENWICK PENRITH CA10 1JE	Change of use of agricultural buildings to create three dwellings with associated operations.
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23/0542	CANNERHEUGH RENWICK PENRITH CA10 1LA	Proposed change of use of ground floor level of barn to form meeting, staff and boot rooms.
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### 94. FINANCE

- a. **Payments- authorised** schedule of payments totalling £905.15 (VN 43-52), to note that VN44 Insurance £487.27 has been paid.

VN	Inv. Date	PAYEE	CHQ. NO/ Ref no	Purpose of Expenditure	AMOUNT £	VAT INCLUDED £	NET AMOUNT £
43	15/11/2023	Nick Phillips		Poppy Wreath	19.98	4.00	23.98
47	15/11/2023	Nick Phillips	expenses	Clerk's Expenses	24.39	0.00	24.39
Total							£48.37
45	15/11/2023	Nick Phillips	Salary	Salary	403.64	0.00	403.64
46	15/11/2023	HMRC	PAYE	HMRC - tax	-12.80	0.00	-12.80
46	15/11/2023	HMRC	PAYE	HMRC - tax	26.40	0.00	26.40
Total payable							£13.60
48	15/11/2023	Sue Quinn	B4RN Meeting	B4RN Meeting	47.50	0.00	47.50
48	15/11/2023	Sue Quinn	B4RN Meeting	B4RN Meeting	13.29	0.00	13.29
49	15/11/2023	Sue Quinn	B4RN Meeting	B4RN Meeting	14.62	2.93	17.55
Total							£78.34
50	21/10/2023	HSBC	Bank Charges	Bank Charges	5.00	0.00	5.00
51	13/12/2023	Nick Phillips	Salary	Salary	344.40	0.00	344.40
52	13/12/2023	HMRC	PAYE	HMRC - tax	11.80	0.00	11.80

- b. **Monthly reconciliation (October 2023) –**

**received and noted** the reconciliation and balances checked by Cllr Smith.

- c. **Monthly budget update- received and noted**

- d. **Receipt –noted** receipt from HMRC R17 £135.80 VAT repayment.

95. **HIGHWAY MATTERS:** received the following information for the clerk to submit to the highway authority: Sickergill bridge needs some of the tarmac replacing. Renwick to Croglin Road potholes, Outhwaite-water running into cottage garden. Cllr haugh asked for an update on gritting plans and concern was expressed with the condition of grit heaps that had been placed. Cllr Robinson to speak to Highways.

96. Grants 2024 25 –resolved to award the following amounts in grants in 2024:

Organisation	Legislation	Amount (2023 figure)
Renwick with Croglin PCC, maintenance of churchyard	Power to contribute towards expenses of cemeteries	£1000 (£900)
Kirkoswald PCC, maintenance of Parish Churchyard	Local Government Act 1972, s.214(6)	£1000 (£1000)

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Renwick Reading Room, re-decoration of the Reading room	Power to provide and equip buildings for use of clubs, having athletic, social or educational objectives Local Government (Miscellaneous Provisions) Act 1976 s.19	£500 (£500)
GNAAS Donation rather than grant	Power to spend a sum of money for the benefit of some or all of the parishioners. The expenditure must be commensurate with the benefit. -Local Government Act 1972 s.137	£350 (£250)
Fellrunner Bus	Powers to spend money on community transport schemes Local Government and Rating Act 1997, s.26-29	(£311) £422
Lazonby Swimming Pool (lifeguard training)	Power to provide public swimming baths and washhouses. Public Health Act 1936 s.221	£1000 (£500)
Kirkoswald Community Shop Ltd	Power to spend a sum of money for the benefit of some or all of the parishioners. The expenditure must be commensurate with the benefit. -Local Government Act 1972 s.137	£325
Kirkoswald Methodist Church – general maintenance to allow worship and meetings	On condition that the grant conditions are met.	£500

97. Budget 2024-24 – Agreed the budget for 2024-25 and resolved to set a precept of £16500

98. Defibrillators –resolved whether to accept the proposals from the Clerk to purchase 3 defibrillators and authorise the expenditure for Staffield, Parkhead and High Bankhill.

99. Parking on Parish Land – resolved to take no further action at this stage.

100. Footpath at Parkhead – The clerk is in contact with the land agent and progress is slowly being made.

101. Information point board in Kirkoswald – resolved to site it on the war memorial railings, Cllr Haugh and N Jackson to supply the clerk with sizes.

102. Policies –resolved to adopt the following policies:

- a. Equality and Diversity
- b. Publication Scheme
- c. Vexatious Requests Policy

103. Code of Conduct –resolved to adopt the new Westmorland and Furness code of conduct.

### 104. Councillors' reports and items for future agenda

20 mph zones being created instead of 30 mph.

Benches in Parish – councillors to bring location of benches needing replacement

### 105. Date of next meeting

**The next meeting of the Parish Council** will take place on Tuesday 9 January 2024 in Kirkoswald Church Institute at 7.30pm.

Agenda items to be submitted to the Clerk by 12 noon on Thursday 28 December 2023.

Meeting closed at 20.45

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## Minutes of the Kirkoswald Parish Council Meeting held on Tuesday 5 December 2023 in Kirkoswald Church Institute at 7.30 PM

**Present** Cllr J Little (Chair), Cllr J Haugh, Cllr I Henderson, Cllr A Jackson, Cllr N Jackson, Cllr H Kent, Cllr P Morgan, Cllr S Quinn, Cllr J Tea

**Also Present:** N Phillips Clerk/RFO,

### 106. APOLOGIES FOR ABSENCE

received apologies and approved reasons for absence from Cllr Smith

### 107. DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATION

- a. Register of Interests: Councillors are reminded of the need to update their register of interests - none
- b. To declare any personal interests in items on the agenda and their nature- Cllr Morgan declared an interest in item 109.
- c. To declare any prejudicial interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the meeting for the relevant items) none
- d. To make any requests for dispensation none

### 108. PUBLIC PARTICIPATION

**PUBLIC PARTICIPATION (20 MINUTES ALLOWED)** – none present

109. Wayleave for the Square, Kirkoswald –resolved to agree to a request to allow access across council owned land for installation of broadband at the square and that permission is granted to route the cable along the side of the Church Institute and that the cobbles are not to be touched.

### 110. Date of next meeting

**The next meeting of the Parish Council** will take place on Tuesday 9 January 2024 in Kirkoswald Church Institute at 7.30 pm.

Agenda items to be submitted to the Clerk by 12 noon on Thursday 28 December 2023.

Meeting closed at 19.45

## KIRKOSWALD PARISH COUNCIL MEETING JANUARY 2024 – FINANCIAL OFFICER’S REPORT

### ACCOUNTS FOR PAYMENT

I present for approval the following accounts for payment – Vouchers No.53 to 62 amounting to £2737.37

VN	Inv. Date	PAYEE	REF	Purpose of Expenditure	AMOUNT £	VAT INCLUDED £	NET AMOUNT £
58	10/01/2024	Nick Phillips	Salary	Salary	552.40	0.00	552.40
59	10/01/2024	HMRC	PAYE	HMRC - tax	63.80	0.00	63.80
60	10/01/2024	Nick Phillips	expenses	Clerk's Expenses	24.39	0.00	24.39
61	10/01/2024	Hayton Parish Council	INV7	Clerk's Expenses	15.98	0.00	15.98
NB payments below already paid and for information only.							
53	16/11/2023	London Hearts	Donation no 25923	Defibrillator grant	750.00	0.00	750.00
54	22/11/2023	London Hearts	Donation 26183	Defibrillator grant	750.00	0.00	750.00
55	13/12/2023	D&G Electrical Services North West Ltd	INV328	Defibrillator Installation	325.00	65.00	390.00
56	13/12/2023	D&G Electrical Services North West Ltd	INV329	Defibrillator Installation	150.00	30.00	180.00
57	21/11/2023	HSBC	Bank Charges	Bank Charges	5.80	0.00	5.80
62	21/12/2023	HSBC	Bank Charges	Bank Charges	5.00	0.00	5.00

Approved - Minute No.	<b>118a</b>
Chair signature	
Date	

**Kirkoswald Parish Council****40-36-10 90508217**

Charitable - Kirko parish cou

**GBP 24,418.50**

GBP 24,418.50 available

## Pending payments

View all of your pending payments below.

Last updated on 29 Dec 2023 09:52 [Refresh](#)

Payment date	Payee name	Reference	Payment type	Amount	Action
10 Jan 2024	Nicholas phillips	Vn58 salary	Bill Payment	GBP 552.40	<a href="#">Details &gt;</a>
10 Jan 2024	Hmrc paye/nic cumb	475pq00171766	Bill Payment	GBP 63.80	<a href="#">Details &gt;</a>
10 Jan 2024	Nicholas phillips	Vn61 expenses	Bill Payment	GBP 24.39	<a href="#">Details &gt;</a>
10 Jan 2024	Hayton pc	Inv7	Bill Payment	GBP 15.98	<a href="#">Details &gt;</a>

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## Kirkoswald Parish Council

Prepared by: \_\_\_\_\_  
*Name and Role (Clerk/RFO etc)*

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
*Name and Role (RFO/Chair of Finance etc)*

Date: \_\_\_\_\_

	<b>Bank Reconciliation at 01/12/2023</b>			
	Cash in Hand 01/04/2023			21,840.68
	<b>ADD</b> Receipts 01/04/2023 - 01/12/2023			17,145.66
				38,986.34
	<b>SUBTRACT</b> Payments 01/04/2023 - 01/12/2023			12,198.37
<b>A</b>	<b>Cash in Hand 01/12/2023</b> (per Cash Book)			<b>26,787.97</b>
	Cash in hand per Bank Statements			
	Petty Cash	23/06/2023	0.00	
	Charity	30/11/2023	25,349.70	
	HSBC BMM	30/09/2023	1,438.27	
				<b>26,787.97</b>
	Less unrepresented payments			
				26,787.97
	Plus unrepresented receipts			
<b>B</b>	<b>Adjusted Bank Balance</b>			<b>26,787.97</b>
	<b>A = B Checks out OK</b>			

## Your Statement

Mr Nicholas Phillips  
Kirkoswald Parish Council  
14 Twickenham Court  
Carlisle  
CA1 3TW



### Account Summary

Opening Balance	27,333.05
Payments In	66.40
Payments Out	2,049.75
Closing Balance	25,349.70

1 November to 30 November 2023

### International Bank Account Number

GB42HBUK40361090508217

### Branch Identifier Code

HBUKGB4148T

### Account Name

Kirkoswald Parish Council

### Sortcode

40-36-10

### Account Number Sheet Number

90508217 482

### Your Charitable Bank Account details

Date	Payment type and details	Paid out	Paid in	Balance
31 Oct 23	<b>BALANCE BROUGHT FORWARD</b>			<b>27,333.05</b>
02 Nov 23	CR HMRC PAYE <b>R18</b>		16.40	27,349.45
08 Nov 23	BP STAFFIELD CR CLB <b>R19</b> Staffield CC B4RN		50.00	27,399.45
15 Nov 23	BP Nicholas Phillips <b>VN43 &amp; 47</b> VN 43&47	48.37		
	BP Nicholas Phillips <b>VN45</b> VN45	403.64		
	BP HMRC PAYE/NIC CUMB <b>VN46</b> 475PQ00171766	13.60		
	BP Mrs S E Quinn <b>VN 48 &amp; 49</b> KOPC VN 48 & 49	78.34		26,855.50
16 Nov 23	BP London Hearts <b>VN53</b> Donation no 25923	750.00		26,105.50
21 Nov 23	DR TOTAL CHARGES <b>VN57</b> TO 30OCT2023	5.80		26,099.70
22 Nov 23	BP London Hearts <b>54</b> Donation no 26183	750.00		25,349.70
30 Nov 23	<b>BALANCE CARRIED FORWARD</b>			<b>25,349.70</b>

### Information about the Financial Services Compensation Scheme

Most deposits made by HSBC Business customers are eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at [fscs.org.uk](http://fscs.org.uk), call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website ([hsbc.co.uk/fscs/](http://hsbc.co.uk/fscs/)).

Contact tel 03457 60 60 60  
see reverse for call times  
Text phone 03457 125 563  
used by deaf or speech impaired customers  
[www.hsbc.co.uk](http://www.hsbc.co.uk)

**1 November to 30 November 2023**

## Your Statement

**Account Name**  
Kirkoswald Parish Council

**Sortcode Account Number Sheet Number**  
40-36-10 90508217 483


<b>Credit Interest Rates</b>	<i>balance</i>	<i>AER</i> <i>variable</i>	<b>Debit Interest Rates</b>	<i>balance</i>	<i>EAR</i> <i>variable</i>
Credit interest is not applied			Debit interest		21.34%

## Kirkoswald Parish Council

## Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
<b>PAYMENTS</b>															
<b>Income</b>															
Precept															
Parish Field															
The Pound															
Bank interest															
Laces															
VAT															
<b>Miscellaneous</b>															
Wayleaves															
B4RN									1,575.41	475.00				2,050.41	-2,050.41
Miscellaneous	60.00	25.00							19.98					44.98	15.02
<b>Staff</b>															
Salary	2,968.16	309.88	319.28	314.88	314.88	314.88	314.88	314.88	403.64	344.40	552.40			3,504.00	-535.84
HMRC		9.40		4.40	4.40	4.40	4.40	4.40	13.60	11.80	63.80			120.60	-120.60
<b>Admin</b>															
Payroll	208.60	174.00												174.00	34.60
Audit					100.00			210.00						310.00	-310.00
Travel	250.00	49.27	24.39	32.83	24.39		24.39	24.39	24.39		24.39			228.44	21.56
Expenses	110.00			30.00	15.89		2.25	0.75			15.98			64.87	45.13
Working from Home	240.00														240.00
Subscriptions	500.00			240.64	480.00									720.64	-220.64
Room rental															
Bank Charges	60.00	7.80	8.60	5.00	5.00	5.00	5.00	5.00	5.80	5.00				52.20	7.80
Event Expenditure	250.00														250.00
Insurance								487.27						487.27	-487.27
Election costs															
<b>Training</b>															
Training	200.00														200.00

**From:** Hutchinson, Sonia D [Sonia.Hutchinson@cumbria.gov.uk](mailto:Sonia.Hutchinson@cumbria.gov.uk)   
**Subject:** FW: 20mph speed limit applications for release Monday 4th December to CALC members please  
**Date:** 4 December 2023 at 09:15  
**To:** Cumbria Association, of Local Councils [calc@cumberland.gov.uk](mailto:calc@cumberland.gov.uk)  
**Cc:** Cumbria Association, of Local Councils [calc@cumberland.gov.uk](mailto:calc@cumberland.gov.uk)

SH

Dear Clerk

Westmorland and Furness Council adopted a 20mph speed limit policy in September 2023. We are pleased to be able to release further information on the 20mph policy and details regarding the application process for Town and Parish Councils.

**Applications must be submitted through the Town or Parish Council for a local area and will not be accepted from individuals or community groups at this time.** This is to ensure there is a demonstrated level of local support.

Attached to this email is a copy of the new documents now available to allow Westmorland and Furness to receive formal applications. We did receive a number of expressions of interest and although these have been noted, to enable full consideration and assessment of requests it is necessary for a completed application form to be received.

The documents that are now available are as follows (copies attached):

- Application form – containing a series of information and questions to aid the prioritisation of scheme requests.
- Guidance notes – for applicants and wider public on the background to 20mph, what it means, what a scheme will look like and how to apply.
- Prioritisation matrix – showing the process for assessing and scoring schemes to determine a priority for the first phase of introduction.

### **Promotion, website and email**

A web page has been set up which shares information on 20mph background and applications for their local community.

From here, members of the public will be signposted to their local Town or Parish Council to discuss a local scheme and initiate support as needed. Details for Town and Parish Councils on how to make an application are in the attached documents and available on the website at the following address:

<https://www.westmorlandandfurness.gov.uk/news>

Applications are requested to be submitted to the new dedicated email address [20mph@westmorlandandfurness.gov.uk](mailto:20mph@westmorlandandfurness.gov.uk) Please note that we cannot accept applications to this mailbox **before Thursday 7<sup>th</sup> December.**

Communications will be issued publicly via a range of media from Wednesday 6<sup>th</sup> December encouraging local communities to contact their local Parish or Town Council. We have allowed this time to ensure councillors have chance to review the information and use the inbox to get any questions answered before residents start to reach out.

### **Next steps**

The first phase of applications will be open until **Friday 16<sup>th</sup> February 2024**.

Upon receipt of completed application forms Westmorland and Furness Council will work through the prioritisation matrix to score the applications enabling a prioritised list to be presented back to Locality Boards for Eden, Furness and South Lakeland in April 2024. This will enable the first phase of schemes to be agreed and progressed. Subsequent phases will follow as it is anticipated that not all applications will be able to be progressed as part of the first phase.

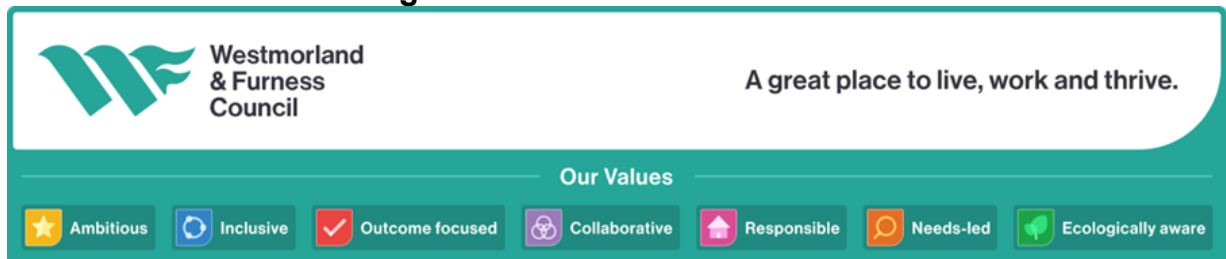
Following prioritisation there will follow a process of design and consultation with the local community before a Traffic regulation Order (TRO) legal process will be undertaken for the proposed 20mph speed limit scheme.

If you have any queries or questions as to any of the above please send them in to [20mph@westmorlandandfurness.gov.uk](mailto:20mph@westmorlandandfurness.gov.uk) (from Thursday 7<sup>th</sup> December)

Yours sincerely

**Victoria Upton** BSc MSc MCIHT  
Traffic Management Manager | Traffic Management Team  
Sustainable Transport & Highways | Thriving Places Directorate  
Westmorland & Furness Council | County Hall | Kendal | Cumbria | LA9 4RQ

[westmorlandandfurness.gov.uk](http://westmorlandandfurness.gov.uk)



WFC 20mph Application Form  
.pdf




20mph speed limit guidance  
notes.pdf



20mph Prioritisation Matrix  
Appendix A.pdf



**From:** Carmel Welch [Carmel.Welch@westmorlandandfurness.gov.uk](mailto:Carmel.Welch@westmorlandandfurness.gov.uk)   
**Subject:** Alternative to Renwick Methodist Schoolroom polling station  
**Date:** 18 December 2023 at 16:00  
**To:** [kirkoswaldparishcouncil@hotmail.co.uk](mailto:kirkoswaldparishcouncil@hotmail.co.uk)  
**Cc:** Karen Thompson [Karen.Thompson@westmorlandandfurness.gov.uk](mailto:Karen.Thompson@westmorlandandfurness.gov.uk), Caroline Osbaldestin [Caroline.Osbaldestin@westmorlandandfurness.gov.uk](mailto:Caroline.Osbaldestin@westmorlandandfurness.gov.uk), Tom.Benson [Tom.Benson@westmorlandandfurness.gov.uk](mailto:Tom.Benson@westmorlandandfurness.gov.uk)



Hi Nick

As per our conversation today, if you could put this out to your councillors for discussion and to give us their preferred alternative asap, that would be great. The final discussion/recommendation could be made at your meeting on Jan 10<sup>th</sup> then. Unfortunately it is rushed because we only just found out the schoolroom had closed and we will have to get a venue booked prior to making printing and staffing arrangements later in January.

We would like you to choose between staying in Renwick if a suitable alternative can be arranged or transferring (temporarily at least) to Croglin, Kirkoswald or Gamblesby. I believe the reason we were hesitant historically about Kirkoswald as the alternative was because of the parking access, though that may have changed/improved since our review in 2018.

Please ask the councillors to bear the following in mind for voters and staff while considering the church or the reading room if staying in Renwick. The polling station staff are at the station from 6.30am to 10.30pm so it is a very long day on site.

### **Parking**

**Accessibility for wheelchairs and disabled, minimal steps etc.**

### **Heating**

**Outside lighting for night time access**

**Facilities such as microwave, kettle, fridge, tables, chairs**

**Toilet (though a portable toilet could be arranged if it was the only issue and provided there was space on the grounds for it)**

Hope that is clear. If you have any queries, please do not hesitate to get in touch. I have a few days scheduled off the first week in January but you can call 01768 817817 and ask for Karen Thompson or Caroline Osbaldestin if I don't answer. Or you can email [elections2@westmorlandandfurness.gov.uk](mailto:elections2@westmorlandandfurness.gov.uk) if you prefer.

We look forward to your feedback . Many thanks for your assistance in this matter. Have a lovely Christmas.

Regards

Carmel Welch

Elections Officer (AEA Cert), Enabler Services  
Westmorland and Furness Council (Penrith Office)  
Town Hall, Penrith CA11 7QF

01768 212305

[Carmel.Welch@WestmorlandandFurness.gov.uk](mailto:Carmel.Welch@WestmorlandandFurness.gov.uk)

[elections@westmorlandandfurness.gov.uk](mailto:elections@westmorlandandfurness.gov.uk)  
[WestmorlandandFurness.gov.uk](http://WestmorlandandFurness.gov.uk)

**Part-time – Normal working pattern Monday, Tuesday, Thursday Friday**



We will only use the information you give us for electoral purposes. We will look after personal information securely and we will follow the data protection legislation. We will not give personal information about you or any personal information you may provide on other people to anyone else or another organisation unless we have to by law.



# Requested Donation

Donation Number :

25923

DATE :

07/11/2023



## FROM

**London Hearts**

215-221 Borough High Street

London

SE1 1JA

## To

**Kirkoswald Parish Council**

14 Twickenham Court

Carlisle

CA13TW

Qty	Item	Price	Total
1	DHSC Public access defibrillator and locked cabinet	£750.00	£750.00 - Donation
		<b>Total</b>	<b>£750.00 - Donation</b>

## Thank you

### Please Make Payment To

#### Bank Details

**Account Name :** London Hearts

**Account no :** 41297268

**Sort Code :** 30-90-89

### Questions? Contact Us

**T** 02070432493

**E** [info@londonhearts.org](mailto:info@londonhearts.org)

**W** <https://londonhearts.org/>

## The Heart Charity for Everyone

You will never receive an email from us advising of a change in bank details. If you receive any correspondence of this type, please contact us immediately on 02070432493

London Hearts is a registered charity, number: 1180901

Page 1 of 1

# Requested Donation

Donation Number :  
DATE :

26183  
22/11/2023



## FROM

### London Hearts

215-221 Borough High Street

London  
SE1 1JA

## To

### Kirkoswald Parish Council

14 Twickenham Court

Carlisle  
CA1 3TW

Qty	Item	Price	Total
1	DHSC Public access defibrillator and locked cabinet	£750.00	£750.00 - Donation
		<b>Total</b>	<b>£750.00 - Donation</b>

## Thank you

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## The Heart Charity for Everyone

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London Hearts is a registered charity, number: 1180901

**D&G ELECTRICAL SERVICES NORTH WEST LTD**

15 turnestone drive  
 Carlisle  
 CU  
 CA27NU  
 dandgelectricalcumbria@gmail.com  
 VAT Registration No.: 439938244

**VAT Invoice**

INVOICE TO  
 NICK PHILLIPS

INVOICE 328  
 DATE 08/12/2023  
 TERMS Net 15  
 DUE DATE 23/12/2023

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
08/12/2023	labour	DARREN FITTED DEFIBRILLATOR PARK HEAD COTTAGE RENWICK PRNRITH	6	30.00	180.00
08/12/2023	MATERIALS	X20M 4MM 3CORE SWA X40 CLEATS X2 SINGLE PATTRESS BOXES X1 SINGLE BLANK PLATE X1 SW SPUR X1 SWA GLAND X1 ADAPTORBLE BOX IP X2 20MM COMPRESHION GLANDS	1	145.00	145.00

D&G ELECTRICAL SERVICES NORTH WEST LTD  
 SORT CODE 40-18-00  
 ACCOUNT NUMBER 40649198  
 HSBC BUSINESS ACCOUNT  
 VAT NUMBER 439-9382-44

SUBTOTAL	325.00
VAT TOTAL	65.00
TOTAL	390.00
BALANCE DUE	<b>£390.00</b>

**VAT SUMMARY**

	RATE	VAT	NET
VAT @ 20%		65.00	325.00



# Make a bill payment



✔ Done! Payment created.

## Summary

From	40-36-10 90508217 Charitable Kirko parish cou	
Payment date	Now	
D&G ELECTRICAL SER INV328 40-18-00 40649198	GBP 390.00	Your payment has been made and should reach the payee's bank str our usual checks.

## Authorisation

Authorised by GBHBEU1003867766PHILLIPSNICHOL | Date and time

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**D&G ELECTRICAL SERVICES NORTH WEST LTD**

15 turnestone drive  
 Carlisle  
 CU  
 CA27NU  
 dandgelectricalcumbria@gmail.com  
 VAT Registration No.: 439938244

**VAT Invoice**

INVOICE TO  
 NICK PHILLIPS

INVOICE 329  
 DATE 08/12/2023  
 TERMS Net 15  
 DUE DATE 23/12/2023

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
08/12/2023	labour	DARREN FITTED DEFIBRILLATOR THE CORNER BARN HIGH BANKHILL KIRKOSWALD	3.50	30.00	105.00
08/12/2023	MATERIALS	2M 2.5 CABLE X1 SW SPUR X1 ADAPTORBLE BOX IP X2 20MM COMPRESHION GLANDS	1	45.00	45.00

D&G ELECTRICAL SERVICES NORTH WEST LTD  
 SORT CODE 40-18-00  
 ACCOUNT NUMBER 40649198  
 HSBC BUSINESS ACCOUNT  
 VAT NUMBER 439-9382-44

SUBTOTAL 150.00  
 VAT TOTAL 30.00  
 TOTAL 180.00

BALANCE DUE **£180.00**

**VAT SUMMARY**

	RATE	VAT	NET
	VAT @ 20%	30.00	150.00

Ref.	Employee Name	Process Date	N.I. Number
1	Mr. N Phillips	12/01/2024	XXXXXX

Payments	Units	Rate	Amount
Salary	26.00	14.7000	382.20
Arrears	1.00	234.0000	234.00

Deductions	Amount
PAYE Tax	63.80
National Insurance	0.00

	This Period	Year To date
Mr. N Phillips 14 Twickenham Court Carlisle Cumbria	Total Gross Pay Gross for Tax Earnings for NI	Total Gross Pay TD Gross for Tax TD Tax paid TD Earnings For NI TD National Insurance TD
	616.20 616.20 616.20	3637.40 3637.40 132.60 616.20 0.00
CA1 3TW	Payment Period	Monthly

**Kirkoswald Parish Council**  
 Tax Code: 356T      Dept:      Tax Period: 10      Payment Method: BACS

**Net Pay**      552.40

**Kirkoswald Parish Council**  
**Form P32 - Employer Payment Record**

Tax Month From: 10                      Date From: 06/01/2024                      Tax District/Reference: 475/GA55991  
Tax Month To: 10                      Date To: 05/02/2024                      Accounts Office Reference: 475PQ00171766

1 - PAYE Income Tax:	63.80
2 - Student/Postgraduate Loan Deductions:	0.00
3 - Net Income Tax:	63.80 ( 1 + 2 )
4 - Gross National Insurance:	0.00
5 - Employment Allowance:	0.00
6 - Total SMP Recovered:	0.00
7 - NIC Compensation on SMP (if due):	0.00
8 - Total SPP Recovered:	0.00
9 - NIC Compensation on SPP (if due):	0.00
10 - Total ShPP Recovered:	0.00
11 - NIC Compensation on ShPP (if due):	0.00
12 - Total SAP Recovered:	0.00
13 - NIC Compensation on SAP (if due):	0.00
14 - Total SPBP Recovered:	0.00
15 - NIC Compensation on SPBP (if due):	0.00
16 - Total NIC Deductions:	0.00
17 - Net National Insurance:	0.00 ( 4 minus 5 minus 16 )
18 - Apprenticeship Levy:	0.00
19 - Termination Payments Class 1A NICs	0.00
20 - Employer NI to Pay:	0.00
21 - Total Amount Due:	63.80 ( 3 + 17 + 18 + 19 )

Note: If there is a value in box 16 displayed above you must submit an Employer's Payment Summary (EPS) to HMRC.

Tax Refund Received	0.00
SMP/SPP/ShPP/SAP/SPBP Funding Receive	0.00
Total SMP	0.00
Total SPP	0.00
Total ShPP	0.00
Total SAP	0.00
Total SPBP	0.00
Small Employer Statutory NIC Compensation Percentage	3.00 %

You can pay your employers' PAYE and National Insurance online at <https://www.tax.service.gov.uk/pay-online/epaye>

# Kirkoswald Parish Council

## Clerk's Expenses January 2024

Postage

VAT

Total

Travel  
Agendas

Miles

@per mile

52 £ 0.47

£ 24.39

Totals

£ -

£ 24.39



# Hayton Parish Council

14 Twickenham Court,  
Carlisle CA1. 3TW

Kirkoswald Parish Council  
Nick Phillips  
14 Twickenham Ct,  
Carlisle,  
Cumbria,  
CA1 3TW

## INVOICE

Invoice No

7

Account No

8 November 2023

Item Details	NET	VAT
Toner Cartridge Share of Toner Cartridge	15.98	0.00
<b>SUB TOTAL</b>	15.98	

**TOTAL £**

15.98

Sort code 20-18-47  
Acc No 80453005