

KIRKBAMPTON PARISH COUNCIL

Minutes of the Meeting of Kirkbampton Parish Council held on Monday 9th July 2018 in Kirkbampton Village Hall at 7:30 p.m.

Actions

- 17/5/18 Apologies for absence**
Apologies received from Cllrs S Bertram, Allerdale Borough Cllr. V. Hodgson and County Cllr. D. Fairbairn.
- 18/5/18 Present**
The Chairwoman Cllr J Alexander, Cllr. J Heaney Vice Chairman, Cllr. M Cunliffe, Cllr. E Newstead and the Clerk S.Hutchinson in attendance.
- 19/5/18 Declarations of Interest or Requests for Dispensations**
None received.
- 20/5/18 Minutes of the meeting of the Parish Council held on 14th May 2018 and the Annual Parish meeting.**
The minutes of the meeting of the Parish Council held on the 14th May 2018 and the Annual Parish meeting were approved.
- 21/5/18 Public Participation**
Three members of the public were in attendance. They outlined the issues that they are all having with parents parking on Oaks Lane when they collect their children from the primary school or meet the bus dropping children off from the secondary school. After a brief discussion they asked the members of the parish council if they would consider the following: -
- Writing to the primary school to make the headmistress aware of the situation,
 - Placing a notice in the parish magazine,
- As the parishioners feel very strongly about the matter they asked if it would be possible to try the above first but if it doesn't make a difference they would like the council to then write to the Highways Department requesting either residents parking only or double yellow lines. As the matter in question was on the agenda (item number 10.7) the council **resolved** to write to the school, place a notice in the parish magazine and on the website.
- 22/5/18 Admin and Governance Policies**
Resolved to approve the Subject Access Request Policy and form, Guidelines for Councilors on GDPR and revised Freedom of Information Policy.
- 23/5/18 Finance Matters**
23.1 Income
HMRC VAT claim £20.75
23.2 Expenditure
To approve the following payments.

Clerk

Jenny *Alexander*
JA

Cheque No.	Payee	Description	Amount £
531	Zurich Insurance Brokers	Insurance for Parish Council	238.00
532	Sonia Hutchinson	Salary - Month June and July	311.90
533	HMRC	PAYE June and July	77.80
534	Kirkbampton Village Hall	Grant towards	500.00
535	Minihan McAlister	Final Legal fee payment for Easement (Please note there are no registration formalities for the Parish Council as these fall to S. Bertram)	183.00

Resolved to approve the expenditure.

23.3 Resolved to note the current position on income and expenditure to 3rd July 2018.

Bank Balance as at 3 rd July 2018	£10,785.86
(plus cheque 531 Zurich Insurance to go through accounts in July gives a balance of £11,023.86)	
Deduct cheques not presented	£1,310.70
Closing Balance	£9,713.16

24.3 Grant application process and payment of grants

Resolved – that the Clerk will change the grant application guidelines to allow for successful grants to be paid to applicants prior to the grant being spent on the understanding that the applicant will provide evidence of the expenditure by the end of February 2019.

Clerk

25/5/18 Planning matters

25.1 It was noted that no planning applications had been received since the May meeting.

25.2 It was noted that no planning notifications had been received since the May meeting

26/5/18 Police matters

Resolved to note no crime was reported in the parish and no stop and search undertaken up to April 2018 (latest data).

27/5/18 Highways matters

27.1 West Lane – road sweeping requested – not completed **resolved** to leave on the agenda – Cllr V. Hodgson to chase

Cllr. VH

27.2 Oughterby Hill Road – request that re-surfacing is undertaken – not completed **resolved** to leave on the agenda – Cllr V. Hodgson to chase

Cllr. VH

27.3 Bampton to Little Bampton Road – request for re-surfacing to be undertaken – **Resolved** to leave on the agenda – Cllr V. Hodgson to chase.

Cllr. VH

27.4 Road through Kirkbampton in need of re-tarmacking in several places – The Clerk explained that she has spoken to Highways and the resurfacing of the main road through Kirkbampton has been taken off the list. **Resolved** that the Clerk will write a formal complaint to Highways requesting that they re-consider their decision not to

JA

resurface this road.

Clerk

27.5 School House West Lane Bridge – problem with flooding - Cllr. V. Hodgson to report.

Cllr. VH

28.5 Silver Hills Kirkbampton problem with drainage – Chairwoman reported that for 2 days there was no water running down the street – then then flow of water returned on third day – despite the continuing dry warm weather. Cllr. Heaney informed the council that United Utilities have indicated that this matter is their responsibility. **Resolved** that Cllr. Heaney will confirm that United Utilities are definitely intending to resolve the problem.

Cllr. JH

28.9 Oaks Lane – request for double yellow lines. Discussed during public participation agenda item see resolution outlined in minute reference 21/5/18

It was also **Resolved** that the Clerk will write to Highways to thank them for resolving the problem of drain / gully flow past Rose Bank Cottage

29/5/18 **Village Matters**

29.1 Kirkbampton & Oughterby Notice Boards

Cllr. Heaney has taken the Kirkbampton Notice Board away for repair. Cllr. Bertram has requested quotes from 2 joiners and the Chairwoman has obtained one quote. **Resolved** to defer to the next meeting.

Cllr. JH
Cllr. SB

29.2 Community Defibrillators

The Clerk explained that Lottery fund grant application has been turned down because there is insufficient evidence of consultation with parishioners. **Resolved** to undertake a door to door survey of a percentage of the houses in the parish. Once the survey has been completed the Clerk will re-submit the application to the Lottery fund.

Cllr. JA
Cllr. JH
Clerk

29.3 Co-option of new councilors

The Clerk explained that the vacancy notice will go in the September parish magazine. **Resolved** to produce a vacancy leaflet and distribute throughout the parish along with the defibrillator survey.

Cllr. JA

29.4 Oughterby Village Green – Fencing around section of the green.

Cllr. Bertram sent an update to the meeting informing council that he has removed the old fencing and will put the new fence up when the ground is soft enough. **Resolved** to leave on the agenda.

Cllr. SB

29.5 Vehicle Activated Sign – Kirkbampton

Clerk explained that she has continued to exchange emails with Cllr. Fairbairn and he has forwarded all the details of how much the installation of 2 VAS's will cost to Highways. Currently awaiting a decision from Highways. **Resolved** that the Clerk will chase Highways.

Clerk

29.6 Finger Posts

The Clerk at Aikton confirmed that the parish council do not want to contribute towards the refurbishment of the finger post in their parish at their May meeting. The Traffic Management Officer, from the Highways Department of the County Council has confirmed that the County Council would like to refurbish finger posts and milestones. The Chairwoman has produced a map of the locations of the finger posts in and around the parish. **Resolved** to forward the map to the Traffic Management Officer and to keep on the agenda until feedback is received from the parish council.

Cllr. JA

29.7 Community Plan - Resolved to defer to the next meeting.

30/7/18 **Reports from County and Borough Councillors**

JR

Resolved to note that nothing to report.

31/7/18 Schedule of Correspondence previously circulated.
Resolved to note the correspondence.

32/7/18 Date of next meeting
The next meeting is scheduled for Monday 10th September 2018 at Kirkbampton Village Hall at 7.30pm.

JIA