

KIRKBAMPTON PARISH COUNCIL

Chairman: Cllr. J Alexander

Acting Clerk: Sarah Kyle, Hill House, Walton, Brampton, Cumbria, CA8 2DY

Phone: 01228 231124 Email: clerk@kirkbamptonweb.co.uk

2 March 2020

A meeting of Kirkbampton Parish Council will be held on:

Monday 9th March 2020 in Kirkbampton Village Hall at 7.30pm

This is a public meeting and all are welcome to attend



Sarah Kyle

Acting Clerk to the Council

Agenda

1. Apologies for absence

To receive apologies and approve reasons for absence

2. Minutes of a Meeting of the Parish Council held on 13th January 2020

To authorise the Chairwoman to sign as a correct record the minutes of the last meeting of the Parish Council held

3. Requests for Dispensations

The Clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest

4. Declarations of Interest

To receive declarations by members of interests in respect of items on this agenda

5. Public Participation

In accordance with Standing Orders, the Chairwoman will, at her discretion, invite members of the public to address the meeting in relation to the business to be transacted at this meeting or raise issues for future consideration

6. Administration and Governance

6.1 Policies

To re-adopt the following policies and procedures previously circulated: - Standing Orders, Code of Conduct, GDPR Policies, Public Participation Policy, Disciplinary Policy, Grievance Policy and Press & Media Policy.

All the above policies have been revised are available on the website to view

6.2 Website Maintenance

To approve the use of Rocketsites for website maintenance for the period 2020/21 at a cost of £75 plus VAT

6.3 VE Day

To consider if any commemoration is to be made

7. Finance Matters

7.1 Bank Account

To note that a free banking service an alternative provider is currently unavailable and to consider authorising charges at the Cumberland for their business banking service

7.2 Expenditure

To approve payments detailed in the schedule and to authorise the signing of the reconciled balances at bank

7.3 Internal Audit Documents

To consider adopting the updated documents and to review the effectiveness of the internal audit:
(all documents are available to view on the website)

- internal audit checklist
- internal audit plan
- internal auditor terms of reference
- asset register
- risk assessment

7.4 Internal Auditor

To consider the appointment of Mrs P Cronin as internal auditor for the financial year 2019/20 and until further notice

7.5 Fidelity Insurance Guarantee

To consider the adequacy of the above

8. Planning matters

8.1 To Note Permission Notices Received

FUL/2019/0260 West Croft Kirkbampton Carlisle - Change of use of external store into residential annex/holiday accommodation

8.2 To consider Amended Applications Received

FUL/2019/0033 Holly Croft Kirkbampton Carlisle - Demolition of dwelling and garage buildings and erection of 5no terraced dwellings

9. Police matters

To receive a verbal report from the Clerk

10. Highways matters

10.1 Updates

To receive updates from the Chairwoman, Clerk and Borough Councillor, including regarding:

- Illuminated speed signage/Speed Monitoring
- White line repainting – to note completion of works
- 30mph location on the road to Watchtree
- Drainage Issues between Kirkbampton and Oughterby
- Road works on U2012

10.2 Footway Lighting

To consider the costs of the proposed transfer of lighting to the Parish Council

11. Village Matters

11.1 Community Defibrillators

To note an update with the installation and consider any expenditure necessary to progress

11.2 Community Plan

To receive a verbal update from the Chairwoman and Cllrs Cunliffe and Ekins-Parnell

11.3 Notice Boards

To consider expenditure on replacement notice board(s)

11.4 Oughterby Village Green Trees

To consider a quotation for works of £136.00

11.5 Wheelie Bin Stickers

To consider an update

12. Reports from County and Borough Councillors

To receive updates and verbal reports

13. Councillor Matters

An opportunity for Councillors to raise issues on behalf of residents in their ward.

Note: no decisions can be made on these matters, but the Clerk may make investigations and/or they may be placed on a future agenda of the Council. Further agenda items should be submitted to the Clerk by 1st May 2020

14. Schedule of Correspondence previously circulated for noting

To note items of correspondence received since the last meeting (email copies available upon request from the Clerk, please advise prior to the meeting):

- Working Together Service - Allerdale District
- Changes to market management in Allerdale
- CALC's February Newsletter
- News release - Plans for Workington 'sports village' take step forward
- Cumbria in Bloom Pride in Your Community Competition and IYN Awards 2020
- Allerdale Borough Council Garden Waste Returns
- The Great Cumbrian Litter Pick CALC
- The Big Lunch Press Release
- Climate Change Event CALC

15. Date of next meeting

To resolve that the Annual Meeting of the Parish Council will be held on Monday 11th May 2020 in Kirkbampton Village Hall. The meeting will commence directly following the closure of the Annual Parish Meeting, which will begin at 7.15pm.

Members are reminded that, in accordance with the Code of Conduct, they are required to declare any disclosable pecuniary interests or other registrable interests on a 'Notification by Member of Pecuniary and Other Registrable Interests' form. The Code places a duty on all Parish Councillors to ensure that the information given in their Notice of Interest is current and it is a breach of the Code should Parish Councillors fail to give further notice in order to ensure that their Personal Interests form is up to date. Members are therefore politely reminded of the need to complete a new form in respect of any change to their interests, including changes of employment, ownership or renting of property within 28 days of any change taking place.

KIRKBAMPTON PARISH COUNCIL

Minutes of a Meeting of Kirkbampton Parish Council held on Monday 13th January 2020 in Kirkbampton Village Hall at 7:30p.m.

Present: Cllr J Alexander (Chairwoman). Cllrs M Cunliffe, P S Heggie, S Ekins-Parnell, E Newstead (arrived 8.30pm) and S Spencer (arrived 8.21pm).

In Attendance: Allerdale Borough Councillor V Hodgson (arrived 8.05pm). Acting Clerk S Kyle.

ACTION

- 63/01/20 Apologies for Absence**
No apologies for absence were received.
- 64/01/20 Minutes of a Meeting of the Parish Council held on 11th November 2019**
Resolved to authorise the Chairwoman to sign, as a true and accurate record, the minutes of the last meeting of the Council.
- 65/01/20 Requests for Dispensations**
No requests for dispensations were received.
- 66/01/20 Declarations of Interest**
No declarations of interest were made.
- 67/01/20 Public Participation**
No members of the public were in attendance.
- 68/01/20 Administration and Governance**
68.1 Vacancies
The continuing need to recruit additional Cllrs was discussed and noted.
- 68.2 Allerdale Borough Council Budget Consultation 2020/21**
The consultation had been circulated prior to the meeting by email. It was noted that comments could be submitted individually.
Resolved that no Parish Council comments be submitted.
- 69/01/20 Finance Matters**
69.1 Cumberland Building Society
It was reported that the updated mandate had been lodged with the Cumberland Building Society however, they had explicitly stated that no internet access could be provided with the current account type held.
Resolved to investigate moving the banking facilities to Barclays. SK
- 69.2 Expenditure**
Resolved to approve payments detailed in the schedule as follows:
- Wel Medical, defibrillator brackets, £249.54
 - M Hewitt, defibrillator installation, £522.05
 - Sarah Kyle, January salary £233.32
 - HMRC, January PAYE, £58.40
 - Sarah Kyle, Reimbursements, £64.00
 - Sarah Kyle, February salary, £233.32
 - HMRC, February PAYE £58.40

Opening Balance at 1 st April 2019	£10,099.50
Total Receipts to 31 st December 2019	£8,865.00
Total Expenditure to 31 st December 2019	£12,054.42
Balance 31 st December 2019	£6,912.08

The balance at bank was £7,434.13 as chq 583 remains outstanding.

69.3 Income

Resolved to note the receipt of £115.00 from Electricity North West for the wayleave payment.

70/01/20

Planning Matters

70.1 Resolved to Note Permission Notices Received

FUL/2019/0140 New Bampton Farm Biglands Wigton - Construction of slurry lagoon (retrospective)

70.2 Resolved to ratify responses made prior to the Meeting:

FUL/2019/0260 West Croft Kirkbampton Carlisle - Change of use of external store into residential dwelling

Resolved to note that the Clerk responded under delegated powers with "no representations".

71/01/20

Police Matters

It was noted that an email had been circulated with a link to register for localised police updates. It was also noted that previously reported location log issues had now been rectified.

72/01/20

Highways Matters

10.1 Updates

Illuminated Speed Signage

A request had been made via Borough Cllr Hodgson to County Cllr Johnson for consideration to be given for the provision of an illuminated speed sign for the west end of Kirkbampton village; the request is to be chased up as a priority. Other methods of potential speed reduction were also discussed, including encouraging the use of the provided 30mph stickers onto resident's bins. A mobile speed detector is also to be requested and consideration be given to whether a weight limit through the village is an option? The use of 'gateposting' was also noted for future consideration.

SK

White line repainting and 30mph location on the road to Watchtree

Both of these have been logged with Cumbria Highways for action/consideration.

(The white lines need repainting on the road from Flat at the point where the road meets the road from Great Orton. Drivers using the road from Flat for the first time may see this as a straight road and not realize that the road from Great Orton has priority, increasing the chance of an accident).

10.2 Footway Lighting

The proposed transfer of lighting to the Parish Council will be considered fully at the March meeting once estimated costs are known.

73/01/20

Village Matters

73.1 Community Defibrillators

It was noted that the three defibrillator cabinets have been installed, with only the one at Kirkbampton operational. BT have been requested to attend the phone kiosks at Oughterby and Little Bampton to rectify electrical problems. Cllr Ekins-Parnell offered to be the guardian for all three sites once live.

It was also noted that one training event had taken place with over forty attendees. Further sessions have been advertised. Certificates for those who attend will be distributed after all events have taken place.

73.2 Community Plan

The questionnaire had been forwarded to Cllr Ekins-Parnell for review.

Resolved: The questionnaire to be amended as necessary and distributed for completion. The use of an analytical site such as Survey Monkey to be investigated.

SE-P

Borough Cllr V Hodgson entered the meeting at 8.05pm.

73.3 Notice Boards

Consideration was given as to the location and condition of the parish noticeboards.

Resolved to consider prices at the March meeting – to be sent from Borough Cllr V Hodgson - for the possible replacement of notice boards where necessary.

73.4 Oughterby Village Green Trees

It was reported that consent had been obtained to trim the trees at the above, to enable better grounds maintenance and ensure drainage remains clear of leaves.

Resolved that the Chairwoman contact a local person to see if he is willing to clear the overhanging trees and obtain a quotation to progress.

JA

74/01/20

Reports from County and Borough Councillors

Borough Cllr V Hodgson reported:

- Allerdale Borough Council budget consultation was open for response.
- A new division, owned by Allerdale Borough Council, will take over waste collection from 1st April. Residents should see no change in frequency or day of collection.
- Noted that there is no desire to begin green waste bin collection charges at the current time.
- Ben Stokes had been made Freeman of the Borough in recognition of services to cricket.
- The release of sky-lanterns and helium balloons has been banned from Allerdale Borough Council controlled land.
- Work remains ongoing with regards to plans for a new stadium.
- New police communication methods are available (as noted above).

Cllr Hodgson also offered to chase County Cllr Johnson regarding the above-mentioned illuminated signage.

Cllr Spencer entered the meeting at 8.21pm.

75/01/20

Councillor Matters

Cllr Alexander noted drainage issues on the road from Kirkbampton to Oughterby. Potholes were also noted adjacent to the Old School House and on West Lane. Cllr V Hodgson offered to report them all to Cumbria Highways. He also confirmed that Aikton Parish Council have raised the issue with road surfacing from Kirkbampton with Highways already.

Cllr Spencer noted that the Village Hall committee are willing to consider splitting the cost of a new public noticeboard. This will be considered in March.

Cllr Newstead arrived at 8.30pm.

76/01/20

Schedule of Correspondence previously circulated

A schedule of correspondence, notices and publications received since the last meeting was noted.

77/01/20

Date of Next Meeting

Resolved that the next meeting of the Parish Council be held on Monday 9th March 2020 in Kirkbampton Village Hall at 7.30pm.

Agenda items to be submitted to the Clerk no later than Friday 28th February 2020.

There being no further business the Chairwoman closed the meeting at 8.35pm.