

KIRKBAMPTON PARISH COUNCIL

Draft Minutes of a Virtual Meeting of Kirkbampton Parish Council held on Monday 8th March 2021 at 7:25p.m.

Present: S Ekins-Parnell (Chair), Cllrs P S Heggie and M Cunliffe

In Attendance: County Cllr M Johnson, Borough Cllr V Hodgson. The Clerk, S Kyle.

ACTION

150/03/21 Apologies for Absence

Apologies for absence were received and accepted from Cllr S Bertram.

151/03/21 Requests for Dispensations & Declarations of Interest

No requests for dispensations were received and no declarations of interest were made.

152/03/21 Minutes of a Meeting of the Parish Council held on 11th January 2021

Resolved to authorise the Chair to sign, as a true and accurate record, the minutes of the last meeting of the Council.

153/03/21 Public Participation

No members of the public were in attendance.

County Cllr Johnson informed members that the requested speed activation sign had been refused following assessment of current vehicular speeds in the village. He is to query where the measurements had been taken from and the dates obtained following concerns that they had not been measured in the location requested. He suggested that mobile cameras could be requested to curb speed issues.

Cllr Johnson further noted that consultation on the four local government reorganisation submission bids was now live and urged Cllrs to respond both individually and as a Council. Finally, congratulations were given to Cllr Johnson following his election to leader of Allerdale Borough Council.

County Cllr Johnson left the meeting at 7.33pm.

Borough Cllr Hodgson entered the meeting at 7.33pm.

Borough Cllr Hodgson reported numerous issues including substantial grant funding given to Workington MPs for a collaborative project, the local government reorganisation and planning portal issues. He also noted receipt of a complaint regarding a specific planning issue in Kirkbampton village for which he was following up with the resident for further information. Cllr Hodgson also noted the agreement of the Allerdale budget with modest increases for householders, as well as the forthcoming census.

Highways issues were considered, and several complaints were raised. These were listed as below and will be reported to Highways by Cllr Hodgson on the Council's behalf:

- Park House Farm at Aikton, road surface
- Oughterby Hill/narrows, road surface
- Kirkbampton school, dangerous gratings



- Solway view, pothole

It was also noted that road towards Wiggonby needed repair.

Borough Cllr Hodgson left the meeting at 7.50pm.

154/03/21 Administrative and Village Matters

154.1 Defibrillators

It was reported that work to replace the glass in Little Bampton was almost complete however it was agreed that the glass in the cabinets in Kirkbampton and Oughterby was adequate and costs for replacement Perspex for those boxes would not be authorised. Once work is completed in Little Bampton the decals will be fitted by the County Council. It was noted that the cabinets need cleaning.

154.2 Grass Cutting Contract

Further consideration was given to the grass cutting at the picnic areas at Finlandrigg Woods.

Resolved to continue with the decision to cease grass cutting at Finlandrigg Woods after handing over the management to Natural England.

SK

154.3 Appointment of Clerk

Resolved to appoint the acting-Clerk on a permanent basis; all terms and conditions from the locum appointment to continue.

154.4 Policies

Resolved to re-adopt the following policies and procedures, which had all been circulated alongside the agenda:

- Standing Orders
- Financial Regulations
- Code of Conduct
- Public Participation Policy
- Disciplinary Policy
- Grievance Policy
- Press & Media Policy

154.5 GDPR

Resolved to re-adopt all GDPR policies, following review by the Clerk with no changes to be made to any at the present time.

154.6 Website Maintenance

Resolved to re-approve the use of Rocketsites for website maintenance for the period 2021/22 at a cost of £75 plus VAT.

154.7 Local Government Reform

The proposals were briefly considered, and it was agreed that the priority must be for Allerdale to remain in a working arrangement with Carlisle.

Resolved that a draft response will be compiled and circulated prior to submission, in support of the Allerdale Borough Council proposal.

SK

154.8 Delegation and Pandemic Working Arrangements

A proposed delegation scheme had been circulated alongside the agenda and arrangements for moving the May meeting to ensure that it could be held virtually were considered.

Resolved to adopt an updated delegation scheme, documenting



procedures generally but particularly during the COVID pandemic. Also resolved to hold the Annual Parish Meeting and Annual Meeting of the Parish Council on Thursday 6th May 2021.

154.9 Derelict Building, Kirkbampton

An update from Cllr Hodgson had been previously circulated to all members via email and a further update with any measures being taken by Allerdale Borough Council will be requested prior to the next meeting.

154.10 Community Plan

Discussion was held regarding how to progress with the above.

Resolved to put the questionnaire onto the website and Facebook page and to circulate notification in the next parish magazine if appropriate.

**SK/
SE-P**

155/03/21 Highways Matters

155.1 Updates

No updates were available.

155.2 New Matters

All matters were raised under public participation.

155.3 Noticeboards

Resolved that a local joiner will be approached for a price for one replacement board initially. The joiner to be provided with a full specification to ensure long-term sustainability.

PSH

156/03/21 Finance Matters

156.1 Expenditure

Resolved to approve payments detailed in the schedule as follows:

- Sarah Kyle, January Salary, £239.78
- HMRC, January PAYE, £60.00
- Sarah Kyle, February Salary, £239.98
- HMRC, February PAYE, £59.80
- CALC, Training Course, £20.00
- Rocketsites, website hosting, £90.00

Opening Balance on 1 st April 2020	£7,077.98
Total Receipts to 28 th February 2021	£8,847.71
Total Expenditure to 28 th February 2021	£8,430.44
Balance 28 th February 2021	£7,495.25

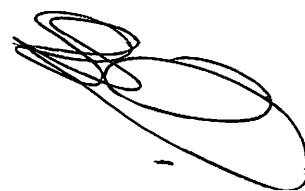
157.2 Internal Audit Documents

Resolved that the following updated documents be adopted and that the review of the effectiveness of the internal audit be declared adequate:

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

157.3 Internal Auditor

Resolved to continue the appointment of Mrs P Cronin as internal auditor for the financial year 2020/21 and until further notice.



157.4 Fidelity Insurance Guarantee

Resolved to agree the adequacy of the above prior to receipt of the precept for 2021/22.

158/03/21 Councillor Matters

No additional matters were raised.

159/03/21 Date of Next Meeting

Resolved that the Annual Meeting of the Parish Council will take place online on the changed date of Thursday 6th May 2021. The meeting will directly follow the closure of the Annual Parish Meeting which will begin at 7.15pm. Both meetings will be held via Zoom.

There being no further business, the meeting was closed at 8.15pm.

