

## KIRKBAMPTON PARISH COUNCIL

### Draft Minutes of the Annual Meeting of Kirkbampton Parish Council held on Monday 16<sup>th</sup> May 2022 at 7:30p.m.

**Present:** Cllr P S Heggie (Chairman), Cllrs C Clark, M Cunliffe, S Edgar and TH Rudd.

**In Attendance:** Borough Cllr V Hodgson and the Clerk, S Kyle.

#### ACTION

**220/05/22 Election of Chairman for Council Year 2022/23**

**Resolved** to elect Cllr P S Heggie as Chairman for the Council Year 2022/23. Cllr Heggie signed the Declaration of Acceptance of Office.

**221/05/22 Appointment of Vice-Chairman**

**Resolved** to appoint Cllr M Cunliffe as Vice-Chairman for the Council year 2022/23.

**222/05/22 Apologies for Absence**

Apologies for absence were noted from County Cllr M Johnson.

**223/05/22 Requests for Dispensations & Declarations of Interest**

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

**224/05/22 Minutes of a Meeting of the Parish Council held on 4<sup>th</sup> March 2022**

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

**225/05/22 Public Participation**

No members of the public were in attendance. Borough Cllr V Hodgson spoke during Cllr items.

**226/05/22 Administrative and Village Matters**

**226.1 Community Plan**

An updated and shortened draft was distributed to members for consideration.

**Resolved** that further changes be implemented for consideration before a final draft is circulated.

CC

**226.2 Little Bampton Village Green**

**Resolved** to provide seating and goal posts at the above location. Costs to be confirmed unless donated items can be obtained. Enquiries will also be made to discover whether football nets would be desired by the community. The requirement for safety inspections for the goals was acknowledged.

HR  
SE

### **226.3 Queen's Platinum Jubilee**

Plans to commemorate the above, with a scarecrow trail, organised the Village Hall Committee, were noted. The distribution of the commemorative mugs to be organised to residents who ordered.

CC  
SE

### **226.4 Programme of Meetings**

**Resolved** to agree the calendar of meeting dates for the council year 2022/23 being: Monday's 11 July 2022, 12 September 2022, 14 November 2022, 9 January 2023, 13 March 2023 and 15 May 2023 (*TBC - New Council Year*).

Apologies were for the July meeting from Cllr Clark and for November for Cllr Edgar.

### **226.5 Review of Policies and Procedures**

**Resolved** to consider the review undertaken by the Clerk of the Council's Standing Orders, Financial Regulations, Complaint's procedure; procedures and practices in respect of Freedom of Information and data protection legislation; and policy for dealing with the press/media and to agree no changes are recommended at this time.

### **226.6 Oughterby Village Green**

Concerns regarding drainage issues had been raised during the Annual Parish Meeting, with it being noted that the site of concern had once been a pond and was therefore subject to natural flooding issues.

## **227/03/22 Highways Matters**

### **227.1 Updates & New Matters**

The poor condition of the road at Ploughlands had been reported to Highways. Further, a drain at the corner on the bottom of the Ploughlands Road had also been reported, as had running water adjacent to Kirkbampton Village Hall.

Some drainage works and repairs to potholes had recently been carried out, with the standard of workmanship higher than previous being noted.

### **227.2 Hedgehog Highway Project**

The hedgehog gateways had been delivered and will be distributed to any residents who requested one. The surplus will be made available in the village hall during the Jubilee commemorations.

### **227.3 Bus Timetables**

The planned withdrawal of the 93/93a bus service was noted, with a potential community bus take over being suggested as a replacement. It was agreed that the situation will be monitored for developments.

## **228/03/22 Finance Matters**

### **228.1 Expenditure**

**Resolved** to approve payments detailed in the schedule as follows:

- Kirkbampton Village Hall £40.00 rental
- Stanwix Rural Parish Council, SLCC and phone contribution, £42.00
- Sarah Kyle, April salary & reimbursement, £244.18
- HMRC, April PAYE, £60.80
- Sarah Kyle, May salary, £243.98
- HMRC, May PAYE, £61.00
- CALC, subscription, £170.55
- BHIB, insurance, £336.22
- DM Payroll, annual payroll, £120.00
- Clerks and Councils Direct, mugs. £266.02

### **228.2 Receipts**

**Resolved** to note the receipt of £4375 from Allerdale Borough Council in respect of the first precept payment.

### **228.3 Internet Banking**

**Resolved** to reconfirm approval for the Clerk to authorise internet banking payments and for the direct debit for ICO payments to continue.

## **229/05/22 Annual Governance and Accountability Return 2021/22**

### **229.1 Internal Auditors Report**

**Resolved** to accept the end of year internal auditors report for the financial year 2021/22, which had been circulated alongside the agenda.

### **229.2 Certificate of Exemption**

**Resolved** that the Parish Council wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 and to authorise the Chairman to sign and the RFO to submit a Certificate of Exemption to the External Auditor following confirmation that gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2022.

### **229.3 Annual Governance Statement**

**Resolved** to approve the Annual Governance Statement 2021/22 and authorise the Chairman to sign the Annual return.

### **229.4 Accounting Statements**

**Resolved** to approve Accounting Statements 2021/22 and authorise the Chairman to sign the annual return.

## **230/05/22 Councillor Matters**

**Cllr Heggie** reported that the length of the grass at Littlebampton was

being cut progressively shorter. Grass will be collected when it is dry enough.

**Cllr Heggie** reported the urgent need to repair or replace the village noticeboard in Kirkbampton; costs are to be confirmed. The lack of progress with the installation of the new board at Littlebampton was noted as disappointing and will be chased up.

**Borough Cllr Hodgson** (*arrived 8.06pm*) and reported updates on the local government reform and the redevelopment of the Maryport façade and Workington sports stadium. It was noted that progress had been made with the house redevelopment in Kirkbampton, and that recent works on drains in Kirkbampton had been completed well. The proposed closure of the bus service was again noted, with hopes that a volunteer service will be tendered for.

**231/05/22 Date of Next Meeting**

**Resolved** that the next meeting of the Parish Council will be held in Kirkbampton Village Hall on Monday 11th July 2022 at 7.30pm.

There being no further business, the meeting was closed at 8.23pm.