

**Minutes of the Meeting of Kingmoor Parish Council held on  
Thursday 15<sup>th</sup> March 2018 at the Rockcliffe Centre, Rockcliffe 7.30pm.**

**Present:** Cllr. R. Graham (Chairman), Cllr. B. Colville Cllr. M. Dickson Cllr. L. Faulder, Cllr. M. Jones, Cllr. M. Kirkwood, Cllr. G. Wade

**In Attendance:** County Cllr. T. Allison, City Cllr. J Bainbridge, S. Hutchinson Clerk

Item No.		Action
<b>123.18</b>	<b>Apologies for absence</b> Cllr. J. Ruddick (Vice Chairman), City Cllr. M Bowman. The reasons for absence were noted.	
<b>124.18</b>	<b>DECLARATIONS OF INTEREST</b> B. Colville, rents unit on Kingmoor Business park, works for Kingmoor Park, Cumbria County Council and 2 other Parish Councils.	
<b>125.18</b>	<b>REQUESTS FOR DISPENSATIONS</b> No requests	
<b>126.18</b>	<b>TO APPROVE MINUTES OF THE LAST MEETING</b> <b>Resolved</b> to approve the minutes as a true and accurate record.	
<b>127.18</b>	<p><b>PROGRESS UPDATES</b></p> <p>Agenda item 973 – Footpaths - new cycle way breaking up at the junction of the cycle way and main road plus relocation of bin. Cllr. Bainbridge confirmed that the bin had been re-located but has since been moved. <b>Resolved</b> Cllr. Bainbridge will raise the issue of the bin and ask for the footpath to be tarmacked for a few feet before the junction with the main road to prevent chippings etc. going onto the main road.</p> <p>Agenda item 978 – Footpath at Crindledyke Close and bus stop Crindledyke road. Clerk explained that she has received no further update from C. Moss re the bus stops. <b>Resolved</b> that the Clerk will write to C. Hardman as the requirement for the bus stop on Crindledyke Close was part of the original 106 agreement.</p> <p>Agenda item 14 – Maintenance of Playground <b>Resolved</b> that Cllr. Colville will repair the fence and complete outstanding works when the weather permits.</p> <p>Agenda item 15 – Mobile phone coverage Cargo Cllr. Bainbridge confirmed that the survey has been completed and that it has identified issues with mobile coverage for some users in cargo and is impacting on small businesses. <b>Resolved</b> that Cllr. Bainbridge will check who has responsibility for the location of a signal booster in the area.</p> <p>Agenda item 52 – Crindledyke issues – the Clerk outlined feedback from Carlisle City and County Council. <b>Resolved</b> to remove from the agenda and bring back if the work is not completed.</p> <p>Agenda item 86 – Fencing Crindledyke Lane – Cllr. Colville explained that Cllr. Ruddick is ordering the posts. <b>Resolved</b> that Cllr. Colville and Cllr. Allison will repair the fence when the posts are available.</p> <p>Agenda item 87 - ROSPA playground report</p>	<p style="text-align: center;">Cllr. JB</p> <p style="text-align: center;">Clerk</p> <p style="text-align: center;">Cllr. BC</p> <p style="text-align: center;">Cllr. JB</p> <p style="text-align: center;">Cllr. BC Cllr. TA</p>

	<p>The Chairman confirmed that the work identified in the ROSPA playground report has been completed.  <b>Resolved</b> to remove from the agenda.</p> <p>Agenda item 136 – Common Land – the Clerk explained that she has spoken to the Land Registry and obtained costs for obtaining Possessory Title for the common.  <b>Resolved</b> that the Clerk will ask R. Taylor for advice on taking this matter forward.</p> <p>Agenda item 119 – Tree Preservation Order at Stainton.  <b>Resolved</b> that Cllr. Jones will take forward as a concerned citizen with Support from Cllr. Ruddick</p> <p>Agenda item 120 – Plaque for benches in Crindledyke and Stainton.  <b>Resolved</b> that the Clerk will order plaques in stainless steel. Cllr. Kirkwood and Cllr. Wade to let the Clerk know the size that is required and the wording to be engraved on the plaques.</p>	<p>Clerk</p> <p>Cllr. MJ Cllr. JR</p> <p>Clerk Cllr. MK Cllr. GW</p>
<b>128.18</b>	<p><b>PUBLIC PARTICIPATION</b> None</p>	
<b>129.18</b>	<p><b>POLICE ISSUES</b></p> <ol style="list-style-type: none"> <li>1. News update from the Carlisle North and North Rural Policing Team including crime figures for the area were noted.</li> <li>2. Feedback from PCSO on the use of SID – the Clerk explained that the SID was no-longer in use.  <b>Resolved</b> that the Clerk will identify any parish councils that have their own SID also how much does it cost to purchase a SID.</li> </ol>	<p>Clerk</p>
<b>130.18</b>	<p><b>CLERK REPORT</b></p> <ol style="list-style-type: none"> <li>1. New Data Protection Regulations May 2018 – the Clerk explained the current options for the appointment of a Data Protection Officer.  <b>Resolved</b> that the Clerk will bring a further update to the May meeting and will start to prepare for the legislation changes effective from the end of May 2018.</li> <li>2. Website Hosting  <b>Resolved</b> to accept quote from the new provider for website hosting and maintenance during 2017.2018. Clerk will confirm with new provider and contact old provider to confirm that the contract will not be renewed.</li> </ol>	<p>Clerk</p> <p>Clerk</p>
<b>131.18</b>	<p><b>HIGHWAYS ISSUES</b></p> <ol style="list-style-type: none"> <li>1. Complaints notified to highways and waiting for a response were noted.  <b>Resolved</b> that the Clerk will report water pipe leaking onto Honey Pot Road on the left hand side.  <b>Resolved</b> that Cllr. G. Wade and Cllr. M. Jones will provide a briefing on the installation of passing places on the road from the CNDR roundabout to Stainton Village for Cllr. T. Allison to take to Local Committee.</li> <li>2. Agenda item 859 cycle way from Cargo to CNDR roundabout.  <b>Resolved</b> to donate £1k to the cycle way project being taken forward by Cllr. T. Allison. The Clerk will email T. Harling to confirm that the cheque will be signed at the May 2018 meeting.</li> </ol>	<p>Clerk</p> <p>Cllr. GW Cllr. MJ</p> <p>Clerk</p>

132.18	<p><b>FINANCE</b></p> <p>1. INCOME None</p> <p>2. EXPENDITURE</p> <table border="1"> <thead> <tr> <th>Cheque No.</th> <th>Payee</th> <th>Description</th> <th>Amount £</th> </tr> </thead> <tbody> <tr> <td>101164</td> <td>Sonia Hutchinson</td> <td>Salary Month 11 &amp; 12</td> <td>511.95</td> </tr> <tr> <td>101165</td> <td>HMRC</td> <td>PAYE Month 11 &amp; 12</td> <td>128.00</td> </tr> <tr> <td>101166</td> <td>Cumbria Payroll Services</td> <td>Payroll reports 11 &amp; 12</td> <td>16.00</td> </tr> <tr> <td>101167</td> <td>Sonia Hutchinson</td> <td>Expenses</td> <td>35.00</td> </tr> <tr> <td>101168</td> <td>Rockcliffe Centre</td> <td>Room Hire 2017/2018</td> <td>72.00</td> </tr> <tr> <td>101169</td> <td>Eric Robinson</td> <td>Grass cutting Aug – Nov</td> <td>240.00</td> </tr> </tbody> </table> <p><b>Resolved</b> to approve the expenditure.</p> <p>3. CURRENT POSITION <b>Resolved</b> to note the current position.</p> <p>4. Summary of Risk Assessment and internal audit document including revised Asset Register. <b>Resolved</b> to approve the Summary of Risk Assessment</p> <p>5. Review of Risk Assessment Schedule <b>Resolved</b> to approve the Risk Assessment Schedule</p> <p>6. Insurance <b>Resolved</b> that the Clerk will obtain 2 quotes for insurance for the next meeting.</p>	Cheque No.	Payee	Description	Amount £	101164	Sonia Hutchinson	Salary Month 11 & 12	511.95	101165	HMRC	PAYE Month 11 & 12	128.00	101166	Cumbria Payroll Services	Payroll reports 11 & 12	16.00	101167	Sonia Hutchinson	Expenses	35.00	101168	Rockcliffe Centre	Room Hire 2017/2018	72.00	101169	Eric Robinson	Grass cutting Aug – Nov	240.00	Clerk
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133.18	<p><b>PLANNING</b></p> <p>1. Applications <b>Resolved</b> to note the planning applications and comments that have been submitted.</p> <p>2. Decisions <b>Resolved</b> to note the planning decisions that have been received.</p> <p>3. Planning Application 1/16/9009 - shared footway / cycle way Kingmoor Road – The Clerk informed the council that she had received an email confirming that the footpath will not be progressed by the County Council but will be left for the developer to take forward. <b>Resolved</b> that the Clerk will write to the County Council requesting that as part of a106 agreement the developer is asked to ensure that the footpath on Kingmoor Road South will continue past his development and under the bridge to join the footpath from the CNDR roundabout to the town. The Clerk will also copy the Belah Ward County Councillor into the email.</p>	Clerk																												
134.18	<p><b>TREE ON APPLGARTH ESTATE</b> <b>Resolved</b> that the Clerk will ask for the tree to be trimmed.</p>	Clerk																												
135.18	<p><b>PARISH COUNCIL MEETING DATES</b> <b>Resolved</b> to approve the meeting dates for 2018/2019. The Clerk will book the room at the Rockcliffe Centre.</p>	Clerk																												
136.18	<p><b>THE CARGO MILE</b> <b>Resolved</b> that the council support the idea of a Cargo Mile. Cllr. Faulder to identify two possible routes and bring back to the next meeting.</p>	Cllr. LF																												
137.18	<p><b>POLICIES</b> <b>Resolved</b> to approve the following policies: - Recruitment Policy, Training and Development Policy, Appraisal Policy, Sickness Absence Policy.</p>																													

	The Clerk will put the policies on the website.	Clerk
<b>138.18</b>	<p><b>CORRESPONDENCE RECEIVED BY THE CLERK</b>  <b>Resolved</b> to note the correspondence with the following action: -</p> <ul style="list-style-type: none"> <li>• Clerk will contact Lowry Hill residents association to inform them that the parish council will be happy for a representative from the association to attend the Planning Working Group when a new planning application for the Incinerator on Kingmoor Park.</li> </ul>	Clerk
<b>139.18</b>	<p><b>DATE AND TIME OF NEXT MEETING</b>  <b>Annual Parish Meeting on 17<sup>th</sup> May 2018 at 7.00pm.</b>  <b>Parish Council Annual Meeting 17<sup>th</sup> May 2018 at 7.30pm.</b>  Agenda items to be submitted to the Clerk.</p>	

DRAFT