



Clerk to the Council: Sonia Hutchinson,  
2 Sevenoaks Terrace, Cross Lane, Wigton CA7 9DG  
Telephone 016973 43702 Email: clerk@kingmoorparishcouncil.org

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To Members of Kingmoor Parish Council

11<sup>th</sup> July 2017

I am writing to invite you to attend the Parish Council Meeting which will take place on Thursday 20<sup>th</sup> July at Rockcliffe Community Centre at 7.30pm prompt.

Yours faithfully

*S. Hutchinson*

Sonia Hutchinson, Clerk to the Parish Council

#### AGENDA

- 58. APOLOGIES FOR ABSENCE
- 59. TO RECEIVE THE DECLARATIONS OF OFFICE FROM THE CHAIRMAN AND VICE CHAIRMAN
- 60. DECLARATIONS OF INTEREST
- 61. REQUESTS FOR DISPENSATIONS
- 62. TO APPROVE MINUTES OF THE LAST MEETING
- 63. PROGRESS UPDATES
  - 1. Agenda item 819 – Fencing works Crindledyke – verbal update Cllr. T. Allison.
  - 2. Agenda item 973 – Footpaths – verbal update Cllr. J. Ruddick.
  - 3. Agenda item 974 – Tipping at Cargo Hill Farm – verbal update the Clerk.
  - 4. Agenda item 977 – Bus stops Parkhouse Road End – verbal update Cllr. T. Allison.
  - 5. Agenda item 978 – Footpath at Crindledyke Close and bus stop Crindledyke road – verbal update the Clerk.
  - 6. Agenda item 979 – Bus Shelter Cargo – verbal update Cllr. J. Ruddick.
  - 7. Agenda item 14 – Maintenance of Playground – verbal update the Chairman and the Clerk.
  - 8. Agenda item 15 – Mobile phone coverage – verbal update Cllr. T. Allison and Cllr. J. Bainbridge.
  - 9. Agenda item 52 – Crindledyke issues – verbal update the Clerk.
- 64. PUBLIC PARTICIPATION
- 65. HIGHWAYS ISSUES
  - 1. To note complaints notified to highways and waiting for a response. Please see attached Schedule.
  - 2. Agenda item 859 cycle way from Cargo to CNDR roundabout – verbal update Cllr. T. Allison.
- 66. FINANCE

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1. INCOME

HMRC VAT Reclaim for 2016/2017 £145.15

2. EXPENDITURE

Cheque No.	Payee	Description	Amount £
101139	Aon Insurance	Annual Insurance	345.49
101140	Sonia Hutchinson	Expenses - stationary, postage	41.79
101141	Sonia Hutchinson	Salary - Month 4	511.95
101142	HMRC	PAYE - Month 4	128.00
101143	Cumbria Payroll Services	Payroll reports Month 4	16.80
101144	Colophon press	Printing Chairman's report	58.80
101145	E. Robinson	Grass cutting	160.00

To approve expenditure.

3. CURRENT POSITION

Current balance in Community Account, including deduction of expenditure to be agreed at this council meeting, is £16,355.27

Current balance in 14 day Business Account £2,171.81

Total balance including 14 day business account is **£18,527.08**

Please note bank reconciliation as at 4/07/2017.

67. PLANNING

1. APPLICATIONS

To note comments notified to planning please see attached Planning Working Group Schedule

2. DECISIONS

None

3. CRINDLEDYKE ESTATE – update from the Chairman.

68. TRANSPARENCY FUNDING

To approve transparency funding application for website maintenance – see attached Clerk report.

69. POLICE ISSUES

1. Police Report for Kingmoor Parish (from most recent data)

Breakdown of crimes

5 shoplifting and 1 public order offence at or in the area of Asda Supermarket.

Stop & Search

No stop and search.

Priorities

They have received complaints of speeding vehicles in the area and the key priority is to challenge speeding vehicles in Carlisle and on North Rural Road.

Performance

Crime rate is falling.



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2. Agenda item 814 – Speeding on Crindledyke traffic calming site visit, – verbal update the Clerk.

**70. CORRESPONDENCE RECEIVED BY THE CLERK**

1. Notification from Democratic Services reminding all councillors to update their Notice of declarations of interest form if there have been any changes.
2. CALC June newsletter.
3. Email from James Bainbridge with update from BT informing councils that BT are just beginning the process to progress the adoption of phone boxes and this is likely to take a matter of months.
4. CALC survey to improve services completed by Clerk and Chair.
5. Letter from NHS North Cumbria informing councils that the West, North and East Cumbria Success Regime has come to an end.
6. Rural Vulnerability Service newsletter on Rural Transport June 2017.
7. ACT – Household Emergency Plan leaflets.
8. Connecting Cumbria Newsletter.
9. Letter from NHS England asking people to visit pharmacies for minor ailments rather than attend A & E.
10. Request for volunteers to support people living with sight loss from guide dogs for the blind.
11. Defibrillator for the community campaign from Primary care Supplies offering a range of defibrillators and packages including training for communities.
12. Rural Opportunities Bulletin for July 2017.
13. Response from BT re notice in the phone box in Cargo – BT confirming that the box will be retained as a phone box.
14. Email from Cumbria Payroll Services requesting a testimonial to include on their website. Will the council approve placing a testimonial about their services on their website.

**71. DATE AND TIME OF NEXT MEETING**

21<sup>st</sup> September 2017 at 7.30pm.



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**Kingmoor Parish Council Highways complaint schedule July 2017**

Unresolved complaints raised with Highways department

Reference number	Description	Current position
CT/1400742	Due to the lack of maintenance since the construction of the CNDR roundabout, a drainage gutter at the base of the embankment next to Spa House has become blocked, causing highway drainage water to overflow onto a public footpath, which then flows into the CNDR underpass west of Spa House. The nearby Pow Beck also requires cleaning out, either side of the CNDR, to maintain field drainage. The septic tank overflow for Spa House empties into Pow Beck and will benefit from an unobstructed discharge."	The site has been inspected by the County Council's maintenance contractor and they will look to clean out the ditch either side of the Pow Beck culvert, still waiting for information from Carlisle City Council but work will be completed by the end of September 2017.
W171441573	Crindledyke Close – unmade footpath and strip between footpath and road	Awaiting response.

**KINGMOOR PARISH COUNCIL**

**BANK RECONCILIATION AT 04 JULY 2017**

		<b>Bank Balance</b>	<b>Total</b>
Opening Balance Comm. Acc.at 1/4/2017		10897.38	
Opening Balance Business Acc. 1/4/2017		2171.60	
	Receipts	8908.15	Payments
	Interest	0.21	
		£ 3,450.26	

**Current Balance @4/07/2017**

Barclays	All Bank Accounts	£ 19,444.42
	Community Account	£ 17,272.61
	Business 14 Day Account	£ 2,171.81

Deduct unrepresented cheques Current Account £ 917.34

101139	345.49	presented
101140	41.79	
101141	511.95	
101142	128.00	
101143	16.80	
101144	58.80	
101145	160.00	

Adjusted balance £ 18,527.08

Closing Balance Community Account after cheque deduction £ 16,355.27  
 Closing Balance 14 day account £ 2,171.81



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**Planning Working Group Comment Schedule**

The following schedule outlines the comments agreed at the meeting of the Planning Working Group which have taken place between 25<sup>th</sup> May 2017 Parish Council meeting and 20<sup>th</sup> July 2017 Parish Council meeting.

<u>Ref. No.</u>	<u>Description</u>	<u>Comments</u>	<u>Date Planning Group met</u>	<u>Initials of Cllrs.</u>	<u>Date to City Council</u>
17/0492	Erection Of New Workshop Facilities And Office Block Ladybank, Kingmoor Business Park, Carlisle, CA6 4SP	The council is pleased with the level of detail and it is nice to see businesses expanding.	15/06/17	RG, JR, BC	16/06/17
17/0452	Proposed Installation of Gas Powered Peaking Power Plant (Revised Application) Land to the South of Unit 3, Duchess Avenue, Kingmoor Park North, Carlisle, CA6 4SN	There is still no screening on the southern boundary which the council asked for when commenting on application number 16/0688	15/06/17	RG, JR, BC	16/06/17



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17/0480	<p>Erection of 172No. Dwellings          (Approval of Reserved Matters          Pursuant to outline permission          14/0761          Land at Greymoorhill, Kingstown          Road, Kingstown, Carlisle,</p>	<p>With regards to the s106 agreement the council is concerned that the developer may pull out of the development prior to completion and would like to see the monies outlined in the agreement for school places etc. downloaded prior to the start of the development to ensure that there will be funding to cover additional school places for families moving into the area. This also applies to the monies identified for a recreational area under open and green spaces.</p>	04/07/17	RG & JR	05/07/17
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## **Clerk Report on Transparency Fund 2017-18**

### **Background**

The Smaller Authorities Transparency Code came into force on 1 April 2015 and requires the online publication of certain information which the Government requests, to provide taxpayers with a clear picture of the authority's activities, spending, and governance, and will improve the ability of communities to hold local public bodies to account. All smaller authorities must make sure they are compliant.

### **Implications for town and parish councils**

Under the Transparency Code, from April 2015 smaller authorities, including town and parish councils with a turnover of less than £25,000 are required to publish the following information online:

- All items of expenditure above £100
- End of year accounts
- Annual governance statement
- Internal audit report
- List of councillor or member responsibilities
- The details of public land and building assets
- Minutes, agendas and meeting papers of formal meetings

The purpose of the Transparency Fund is to cover the extra administrative and financial burden resulting from compliance with the Transparency Code.

### **Funding available 2017/2018**

NALC have now informed parish councils that around £1.1 million is available this financial year for smaller parish councils with an annual turnover of less than £25,000 to help them comply with the Transparency Code, which is now a legal requirement.

Parish councils that have already submitted applications for website development are being encouraged to apply this year for further support such as maintenance costs, additional hours for Clerk to upload documents and maintain website.

### **Implications for Kingmoor Parish Council**

Kingmoor Parish Council is currently fully compliant with the Transparency code however the council has already committed to pay the website developer £240.00 for maintenance and £60.00 for hosting during this financial year.

### **Recommendation**

The Clerk therefore recommends to the council that the council approves the submission of an application to NALC for the following financial support for 2017/2018: -

Maintenance costs and hosting £25 per month for 12 months £300.00

Additional hours Clerk (maximum that can be claimed)

3 hours per month at £9.24 per hour for 12 months £332.64

**Total £632.64**