



Clerk to the Council: Sonia Hutchinson,

2 Sevenoaks Terrace, Cross Lane, Wigton CA7 9DG

Telephone 016973 43702 Email: clerk@kingmoorparishcouncil.org

Minutes of the Annual Meeting of Kingmoor Parish Council held on Thursday 25th May 2017 at Rockcliffe Community Centre at 7.45pm.

Present: Cllr. R. Graham (Chairman), Cllr. J. Ruddick (Vice Chairman), Cllr. M. Dickson, Cllr. M. Jones, Cllr. M. Kirkwood.

In Attendance: City Cllr. M. Bowman, City Cllr. J. Bainbridge, S. Hutchinson Clerk

Item No.		Action
39.	Apologies for absence Cllr. B. Colville, Cllr. L. Faulder, Cllr. G. Wade, County Cllr. T. Allison.	
40.	TO APPOINT A CHAIRMAN FOR THE COMING YEAR Cllr. Graham was nominated by Cllr. Ruddick to stand as Chairman for the coming year, this was seconded by Cllr. Dickson, Cllr. Graham accepted.	
41.	TO APPOINT A VICE CHAIRMAN FOR THE COMING YEAR Cllr. Ruddick was nominated by Cllr. Graham to stand as the Vice Chairman for the coming year, this was seconded by Cllr. Dickson, Cllr. Ruddick accepted.	
42.	DECLARATIONS OF INTEREST Cllr. Ruddick - rents unit off Kingmoor Park also does work for Kingmoor Park and Cumbria County Council.	
43.	REQUESTS FOR DISPENSATIONS No requests	
44.	TO APPROVE MINUTES OF THE LAST MEETING The Minutes were approved	
45.	PROGRESS UPDATES 1. Agenda item 819 – Fencing works Crindledyke – verbal update Cllr. T. Allison. Resolved to defer to next meeting. 2. Agenda item 973 – Footpaths – Cllr. J. Ruddick explained that the work was progressing. Resolved to keep on the agenda until the work is completed. 3. Agenda item 960 (8) – Starlings – the Clerk explained that the MOD has confirmed that the work on the trees at Crindledyke will be completed in the autumn. Resolved. 4. Agenda item 974 –Tipping at Cargo Hill Farm – the Clerk outlined the work being carried out by Carlisle City Council and the Environment Agency. Resolved to keep on the agenda until the work is completed.	Cllr. TA Cllr. JR Clerk



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	<p>5. Agenda item 977 – Bus stops Parkhouse Road End – verbal update Cllr. T. Allison. Resolved to defer to the next meeting.</p> <p>6. Agenda item 978 – Footpath at Crindledyke Close and bus stop Crindledyke road – Resolved that the Clerk will write to the City Council to report the lack of a footpath at Crindledyke Close and will inform the City Council that the positioning of the bus stop sign on the Notice board at Crindledyke is not adequate and that the parish council would like to see the sign on a separate post.</p> <p>7. Agenda item 979 – Bus Shelter Cargo – Resolved that Cllr. J. Ruddick and the Chairman will hold a site visit and take the matter forward.</p> <p>8. Postal Services Stainton – the Clerk explained that Royal Mail have said that there is currently no issue with the postal service at Stainton. Cllr Jones confirmed this was the case at the moment. Resolved to remove from the agenda and bring back to the meeting in the future if required.</p> <p>9. Agenda item 14 – Maintenance of Playground – Resolved that the Chairman will bring two quotes for maintenance back to the next meeting.</p> <p>10. Agenda item 15 – Mobile phone coverage – Cllr. Bainbridge asked about a repeater on the lightning tower. The Chairman confirmed that there was one there and that it was decommissioned. Resolved to bring back to the next meeting.</p> <p>11. Agenda item 30 – Waverley viaduct responsibility for ongoing future maintenance – Cllr. J. Bainbridge explained that the planning application would not be going to the next planning committee meeting because of the flood risks and issue of compulsory purchase. Resolved to bring back to the meeting as and when required.</p> <p>12. Agenda item 32 – Website maintenance additional quote required – the Clerk read out the two quotes received. Resolved to go with the current provider the Clerk was asked to write to the current provider to accept his quote.</p>	<p>Cllr. TA</p> <p>Clerk</p> <p>Cllr. JR Cllr. RG</p> <p>Cllr. RG</p> <p>Cllr. JB Cllr. TA</p> <p>Clerk</p>
<p>46.</p>	<p>PUBLIC PARTICIPATION None</p>	
<p>47.</p>	<p>HIGHWAYS ISSUES</p> <p>1. Complaints notified to highways and waiting for a response. Updates to the Highways complaints schedule were noted.</p> <p>2. Agenda item 859 cycle way from Cargo to CNDR roundabout – Resolved to defer to the next meeting.</p>	



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48.	<p>FINANCE</p> <p>1. INCOME</p> <table border="0"> <thead> <tr> <th style="text-align: left;">Source</th> <th style="text-align: left;">Description</th> <th style="text-align: right;">Amount £</th> </tr> </thead> <tbody> <tr> <td>Carlisle City Council</td> <td>Precept and CTRS Grant</td> <td style="text-align: right;">8763.00</td> </tr> </tbody> </table> <p>Income received was noted.</p> <p>2. EXPENDITURE</p> <table border="0"> <thead> <tr> <th style="text-align: left;">Cheque No.</th> <th style="text-align: left;">Payee</th> <th style="text-align: left;">Description</th> <th style="text-align: right;">Amount £</th> </tr> </thead> <tbody> <tr> <td>101131</td> <td>CCC</td> <td>Footpath works PC contribution</td> <td style="text-align: right;">712.00</td> </tr> <tr> <td>101132</td> <td>Rockcliffe PCC</td> <td>Churchyard maintenance</td> <td style="text-align: right;">500.00</td> </tr> <tr> <td>101133</td> <td>Kate Beaty</td> <td>Internal Audit</td> <td style="text-align: right;">85.00</td> </tr> <tr> <td>101134</td> <td>Sonia Hutchinson</td> <td>Expenses, stationary, postage</td> <td style="text-align: right;">78.10</td> </tr> <tr> <td>101135</td> <td>Sonia Hutchinson</td> <td>Salary - Month 2</td> <td style="text-align: right;">492.19</td> </tr> <tr> <td>101136</td> <td>HMRC</td> <td>PAYE - Month 2</td> <td style="text-align: right;">122.80</td> </tr> <tr> <td>101137</td> <td>Payroll Services</td> <td>Payroll reports Month 2</td> <td style="text-align: right;">16.80</td> </tr> <tr> <td>101138</td> <td>CALC</td> <td>Annual subscription</td> <td style="text-align: right;">180.54</td> </tr> </tbody> </table> <p>Expenditure was approved.</p> <p>3. CURRENT POSITION</p> <table border="0"> <tbody> <tr> <td>Opening Balance Comm. Acc.at 1/4/2017</td> <td style="text-align: right;">10897.38</td> </tr> <tr> <td>Opening Balance Business Acc. At 1/4/2017</td> <td style="text-align: right;">2171.60</td> </tr> <tr> <td>Plus income received £8763.00</td> <td></td> </tr> <tr> <td>Current balance in Community Account, including deduction of expenditure is £17,472.95</td> <td></td> </tr> <tr> <td>Current balance in 14 day Business Account £2,171.67</td> <td></td> </tr> <tr> <td>Total balance including 14 day business account is £19,644.62.</td> <td></td> </tr> </tbody> </table> <p>The current position was noted.</p> <p>4. ANNUAL ACCOUNTS</p> <ol style="list-style-type: none"> 1. Approved by Internal Auditor – Kate Beaty The Accounts for 2016/2017 and Bank Reconciliation as at 31st March 2017 were approved by the council. 2. The Annual Return including Governance Statement for the year ended 31st March 2017 to the Audit Commission including the Governance Statement was approved by the council. 3. Financial allocation for Projects for 2017/2018 It was noted that c£4,500 has been allocated for traffic calming measures in 2017/2018. 	Source	Description	Amount £	Carlisle City Council	Precept and CTRS Grant	8763.00	Cheque No.	Payee	Description	Amount £	101131	CCC	Footpath works PC contribution	712.00	101132	Rockcliffe PCC	Churchyard maintenance	500.00	101133	Kate Beaty	Internal Audit	85.00	101134	Sonia Hutchinson	Expenses, stationary, postage	78.10	101135	Sonia Hutchinson	Salary - Month 2	492.19	101136	HMRC	PAYE - Month 2	122.80	101137	Payroll Services	Payroll reports Month 2	16.80	101138	CALC	Annual subscription	180.54	Opening Balance Comm. Acc.at 1/4/2017	10897.38	Opening Balance Business Acc. At 1/4/2017	2171.60	Plus income received £8763.00		Current balance in Community Account, including deduction of expenditure is £17,472.95		Current balance in 14 day Business Account £2,171.67		Total balance including 14 day business account is £19,644.62.		
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51.	POLICE ISSUES 1. The Chairman read out the police report and the contents noted. 2. Agenda item 814 – Speeding on Crindledyke – Resolved that the Clerk will write to Telent accepting their quote for a vehicle activated flashing sign for Crindledyke.	Clerk
52.	CRINDLEDYKE ISSUES Cllr Ruddick explained that there are still a number of outstanding issues that need addressing regarding the new development at Crindledyke. Resolved to ask the Clerk to write to the County and City Council and arrange a meeting to discuss any outstanding issues.	Clerk
53.	INSURANCE RENEWAL The Clerk explained that the Insurance was up for renewal and that a second quote had been obtained. Resolved that as the quote from the existing provider was still the cheapest that the council would continue to use that provider. The Clerk asked if it would be possible to get a cheque signed between meetings so that it could be sent in time for the renewal date of 1 ST June. It was resolved that two signature holders would sign a cheque and that it would be shown as expenditure at the July meeting.	Clerk
54.	REVIEW OF ELECTORAL BOUNDARIES BRIEFING Cllr. Jones briefed the council on the current position. Resolved that Cllr. Jones will bring back an update as and when necessary.	Cllr. MJ
55.	ROAD CLOSURE – ETTERBY ROAD Resolved that Cllr. Jones and Cllr. Wade will liaise with D. Haughian and bring back to the parish council meeting when appropriate.	Cllr. MJ Cllr. GW
56.	CORRESPONDENCE RECEIVED BY THE CLERK The correspondence was noted.	
57.	DATE AND TIME OF NEXT MEETING 20 th July 2017 at 7.30pm. Agenda items to the Clerk.	