



Clerk to the Council: Sonia Hutchinson,

2 Sevenoaks Terrace, Cross Lane, Wigton CA7 9DG, Telephone 016973 43702
 Email: clerk@kingmoorparishcouncil.org, www.kingmoorparishcouncil.org

**Minutes of the Virtual Kingmoor Parish Council meeting held on
 Thursday 18th March at 7.30pm.**

Present: Vice Chair, Cllr. L. Faulder, Cllr. P. Logan, Cllr. M. Jones, Cllr M Kirkwood, Cllr. J. Moscrop, and Cllr. G. Wade.

In Attendance: Carlisle City Cllrs. G. Ellis, H. Davison and D. Morton, S. Hutchinson Clerk and K. Palmer

Item No.		Action
97.21	Apologies for absence Cllr. Dickson, Cllr. R. Graham, Cllr. T. Allison	
98.21	DECLARATIONS OF INTEREST None	
99.21	REQUESTS FOR DISPENSATIONS No requests	
100.21	TO APPROVE MINUTES OF THE LAST MEETING Resolved to approve the minutes of the Parish Council meeting held on 21 st January 2021.	
101.21	PROGRESS UPDATES 1. Agenda item 176.18 – Footpath interpretation boards – the Clerk explained that the final draft has been approved by Cllrs. Logan and Kirkwood. Resolved that Cllr. Logan will contact C. Graham, County Footpath Officer to make sure he is also happy with the final draft. Once finalised the Clerk will inform the supplier that the final draft can be printed. 2. Agenda item 268.19 - Signage at Cargo - dogs must be kept on a lead deferred to the next meeting. 3. Agenda item 13.20 – The Pond at Stainton – Cllr. Wade informed the council that the sign has been ordered and work will shortly commence on clearing the pond. Resolved that Cllr. Wade will bring a further update to the next meeting. 4. Agenda item 59.20 – Notice Board Crindledyke – Cllr. Logan explained that Cllr. Graham is going to chase J. Ruddick and ask him to collect the notice board and install it at Crindledyke. 5. Agenda item 89.21 – Notice Board rules - Resolved that the Clerk will re-circulate the final draft for councillors to put on notice boards.	Cllr. PL Clerk Cllr. RG Cllr. GW Cllr. RG Clerk



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	<p>6. Agenda item 91.21 - Footpath on C1016 – Cllr. Allison has emailed Highways and is waiting for a response. Resolved to defer o the next meeting.</p> <p>7. Agenda item 92.21 - Fencing and no parking signs at the Playground – Cllr. Graham has repaired the fencing. Resolved to defer discussion on no parking signs to the next meeting.</p> <p>8. Agenda item 93.21 - Gritt Bins – The Clerk explained that following a number of emails between Cllr. Allison and Highways it has become clear that the Grit Bins which the council wanted to purchase and install on un-adopted roads may not be refilled by Highways. Cllr. Allison is awaiting confirmation from Highways on what the position will be. Resolved not to order Gritt Bins until the council have confirmation from Highways that the parish council will not have to pay for them to be replenished.</p> <p>9. Agenda item 94.21 – Footpath from park to Bus Shelter – E. Robinson was not able to provide a quote for this work but a quote was received from Cullen construction. Resolved that the quote from Cullen construction is accepted and the Clerk will inform the contractor.</p>	<p>Cllr. TA Clerk</p> <p>Cllr. RG</p> <p>Cllr. TA Clerk</p> <p>Clerk</p>																								
102.21	<p>PUBLIC PARTICIPATION None</p>																									
103.21	<p>POLICE ISSUES Resolved - to note Crime Statistics.</p>																									
104.21	<p>HIGHWAYS ISSUES</p> <p>1. Resolved to note the content of the Highways complaints schedule.</p> <p>2. Stainton Road between CNDR roundabout and Stainton village – Resolved that Cllr. Davison will speak to David Harrison to see if the gullies can be cleaned out as part of the remedial work which will be carried out as a result of the road closure.</p>	Cllr. HD																								
105.21	<p>FINANCE</p> <p>1. INCOME Resolved to note £27.10 for Wayleave has been received.</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>101284</td> <td>Sonia Hutchinson</td> <td>Expenses</td> <td>89.78</td> </tr> <tr> <td>101285</td> <td>Sonia Hutchinson</td> <td>Salary months 11 & 12</td> <td>626.87</td> </tr> <tr> <td>101286</td> <td>HMRC</td> <td>PAYE months 11 & 12</td> <td>156.60</td> </tr> <tr> <td>101287</td> <td>Cumbria Payroll Services LTD</td> <td></td> <td>16.80</td> </tr> <tr> <td>DD</td> <td>ICO</td> <td>Registration fee</td> <td>35.00</td> </tr> </tbody> </table> <p>Resolved to approve the expenditure outlined above.</p>	Cheque No	Payee	Description	Amount £	101284	Sonia Hutchinson	Expenses	89.78	101285	Sonia Hutchinson	Salary months 11 & 12	626.87	101286	HMRC	PAYE months 11 & 12	156.60	101287	Cumbria Payroll Services LTD		16.80	DD	ICO	Registration fee	35.00	
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	<p>3. CURRENT POSITION - Resolved to note the current position.</p> <p>4. SUMMARY OF RISK ASSESSMENT AND INTERNAL AUDIT DOCUMENT INCLUDING REVISED ASSET REGISTER Resolved to approve the internal audit document and asset register.</p> <p>5. INSURANCE - Resolved that the Clerk will obtain estimates for insurance renewal from 1st June for the next meeting.</p> <p>6. INTERNAL AUDIT – Resolved to appoint K. Beaty as Internal Auditor for 2020/2021 end of year audit.</p>	Clerk
106.21	<p>PLANNING</p> <p>1. Resolved to note the contents of the Planning Working Group Schedule.</p> <p>2. Resolved to note the decisions received.</p> <p>3. Application reference number 1/21/9002 - Resolved that the clerk will submit the following comment – previous comments submitted still apply.</p>	Clerk
107.21	<p>APPOINTMENT OF NEW CLERK</p> <p>Resolved to appoint K. Palmer as the new Clerk.</p> <p>Resolved to sign a new bank mandate between meetings and include Cllr. Logan as a signature holder.</p>	Clerk
108.21	<p>POLICIES</p> <p>Resolved to re-adopt the following policies: - Recruitment Policy, Training and Development Policy, Appraisal Policy, Sickness Absence Policy. The Clerk will update them on the website</p>	Clerk
109.21	<p>WEBSITE</p> <p>Resolved to continue to use current provider for hosting, domain name and general maintenance.</p>	Clerk
110.21	<p>THE END OF KING GARTH LANE NEXT TO RIVER EDEN, UNABLE TO CUT THE GRASS IN THE PUBLIC ACCESS AREA DUE TO FARMING ACTIVITY</p> <p>Resolved to defer to the next meeting</p>	Clerk
111.21	<p>DOG FOWLING CARGO</p> <p>Cllr. Davison explained that she has already spoken to the Enforcement Officer about Cargo and there are a number of actions that can be taken such as early morning patrols and letters through letter boxes. It was Resolved that Cllr. Davison will raise the matter again with the Enforcement Officer and will include Crindledyke as well as Cargo.</p>	Clerk
112.21	<p>CAR PARKING APPLGARTH</p>	



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	Resolved that the Clerk will write to Riverside to ask them to confirm whether or not residents will still have to pay for a car park to be installed at Applegarth.	Clerk
113.21	WAVERLEY VIADUCT Resolved to remove from the agenda.	Clerk
114.21	NORTH WEST RECYCLING COMMUNITY LIAISON MEETING Cllr. Faulder and Cllr. Davison provided the members with an update from the meeting. It was Resolved to leave it on the agenda for further updates.	Clerk
115.21	CORRESPONDENCE RECEIVED BY THE CLERK Resolved to note the correspondence received. The Clerk outlined the importance of Local Government Re-organisation and the impact this may have on parish councils. It was Resolved that the clerk will send out the link to everyone for the CALC follow up discussion for Carlisle.	Clerk
116.21	DATE AND TIME OF NEXT MEETING Annual Parish Meeting on 20th May 2020 at 7.00pm. Parish Council Annual Meeting 20th May 2020 at 7.30pm.	

DRAFT