



Clerk to the Council: Sonia Hutchinson,

2 Sevenoaks Terrace, Cross Lane, Wigton CA7 9DG, Telephone 016973 43702  
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**Minutes of the Virtual Kingmoor Parish Council meeting held on  
 Thursday 18<sup>th</sup> 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	<b>Apologies for absence</b> Cllr. Dickson, Cllr. R. Graham, Cllr. T. Allison	
98.21	<b>DECLARATIONS OF INTEREST</b> None	
99.21	<b>REQUESTS FOR DISPENSATIONS</b> No requests	
100.21	<b>TO APPROVE MINUTES OF THE LAST MEETING</b> <b>Resolved</b> to approve the minutes of the Parish Council meeting held on 21 <sup>st</sup> January 2021.	
101.21	<b>PROGRESS UPDATES</b> 1. Agenda item 176.18 – Footpath interpretation boards – the Clerk explained that the final draft has been approved by Cllrs. Logan and Kirkwood. <b>Resolved</b> 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. <b>Resolved</b> 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 - <b>Resolved</b> 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. <b>Resolved</b> 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. <b>Resolved</b> 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. <b>Resolved</b> 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. <b>Resolved</b> 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><b>PUBLIC PARTICIPATION</b> None</p>																									
103.21	<p><b>POLICE ISSUES</b> <b>Resolved</b> - to note Crime Statistics.</p>																									
104.21	<p><b>HIGHWAYS ISSUES</b></p> <p>1. <b>Resolved</b> to note the content of the Highways complaints schedule.</p> <p>2. Stainton Road between CNDR roundabout and Stainton village – <b>Resolved</b> 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><b>FINANCE</b></p> <p>1. INCOME <b>Resolved</b> 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 &amp; 12</td> <td>626.87</td> </tr> <tr> <td>101286</td> <td>HMRC</td> <td>PAYE months 11 &amp; 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><b>Resolved</b> 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 - <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 internal audit document and asset register.</p> <p>5. INSURANCE - <b>Resolved</b> that the Clerk will obtain estimates for insurance renewal from 1<sup>st</sup> 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><b>PLANNING</b></p> <p>1. <b>Resolved</b> to note the contents of the Planning Working Group Schedule.</p> <p>2. <b>Resolved</b> to note the decisions received.</p> <p>3. <b>Application reference number 1/21/9002 - Resolved</b> that the clerk will submit the following comment – previous comments submitted still apply.</p>	Clerk
107.21	<p><b>APPOINTMENT OF NEW CLERK</b></p> <p><b>Resolved</b> to appoint K. Palmer as the new Clerk from 18<sup>th</sup> March 2021 for 8 hours per week at an hourly rate of £10.04p per hour.</p> <p><b>Resolved</b> to sign a new bank mandate between meetings and include Cllr. Logan as a signature holder.</p>	Clerk
108.21	<p><b>POLICIES</b></p> <p><b>Resolved</b> to re-adopt the following policies: -      Recruitment Policy,      Training and Development Policy,      Appraisal Policy,      Sickness Absence Policy.</p> <p>The Clerk will update them on the website</p>	Clerk
109.21	<p><b>WEBSITE</b></p> <p><b>Resolved</b> to continue to use current provider for hosting, domain name and general maintenance.</p>	Clerk
110.21	<p><b>THE END OF KING GARTH LANE NEXT TO RIVER EDEN, UNABLE TO CUT THE GRASS IN THE PUBLIC ACCESS AREA DUE TO FARMING ACTIVITY</b></p> <p><b>Resolved</b> to defer to the next meeting</p>	Clerk
111.21	<p><b>DOG FOWLING CARGO</b></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 <b>Resolved</b> that Cllr. Davison will raise the matter again with the Enforcement Officer and will include Crindledyke as well as Cargo.</p>	Clerk



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112.21	<b>CAR PARKING APPEGARTH</b> <b>Resolved</b> 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	<b>WAVERLEY VIADUCT</b> <b>Resolved</b> to remove from the agenda.	Clerk
114.21	<b>NORTH WEST RECYCLING COMMUNITY LIAISON MEETING</b> Cllr. Faulder and Cllr. Davison provided the members with an update from the meeting. It was <b>Resolved</b> to leave it on the agenda for further updates.	Clerk
115.21	<b>CORRESPONDENCE RECEIVED BY THE CLERK</b> <b>Resolved</b> 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 <b>Resolved</b> that the clerk will send out the link to everyone for the CALC follow up discussion for Carlisle.	Clerk
116.21	<b>DATE AND TIME OF NEXT MEETING</b> <b>Annual Parish Meeting on 20th May 2020 at 7.00pm.</b> <b>Parish Council Annual Meeting 20th May 2020 at 7.30pm.</b>	

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