



Clerk to the Council: Kylie Palmer,
3 Ivy Close, Cargo, Cumbria, CA6 4AN
Telephone 01228 674005 Email: clerk@kingmoorparishcouncil.org

To Members of Kingmoor Parish Council

13th March 2022

I am writing to summons you to attend the Parish Council Meeting which will take place on Thursday 17th March at Rockcliffe Community Centre at 7.30pm prompt.

Yours faithfully

Kylie Palmer

Kylie Palmer
Clerk to the Parish Council

AGENDA

215.22 APOLOGIES FOR ABSENCE

To approve apologies for absence

216.22 DECLARATIONS OF INTEREST

217.22 REQUESTS FOR DISPENSATIONS

218.22 COUNCILLOR VACANCY

To appoint a new Councillor for the vacant position

219.22 DECLARATION OF ACCEPTANCE OF OFFICE OF COUNCILLOR

To receive the Councillors Declaration of Acceptance of Office

220.22 TO APPROVE MINUTES OF THE LAST MEETING HELD ON 20th Jan 2022

221.22 PUBLIC PARTICIPATION

222.22 PROGRESS UPDATES

1. Agenda item 176.18 – Footpath interpretation boards – verbal update by Clerk
2. Agenda item 148.21 – Road from Stainton to Kingmoor West Roundabout – Update Cllr Davison
3. Agenda item 163.21 - Queens Jubilee – update Chairman / Clerk
4. Agenda item 164.21 - Application for funding for footpath on C1016 – Update Cllr Allison.
5. Agenda item 165.21 - Cargo Park Inspection – update Clerk
6. Agenda item 166.21 - Restarting Communities Grant Application – Update Clerk
7. Agenda item 167.21 - Parish Plan – Update Chairman / Clerk
8. Agenda item 181.21 - Parish Council Bank Account – Update on application to Unity Bank by Clerk
9. Agenda item 182.21 - Footpaths Register – Update Cllr Logan
10. Agenda Item 183.21 - Re-Organisation of Cumbria County Council - Chairman to update Councillors



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11. Agenda item 184.21 – Grit Bins – Cllr Allison to update who is responsible to fill / maintain
12. Agenda item 185.21 – Grass cutting and maintenance contract – Clerk to bring to meeting for Cllr to review
13. Agenda item 186.21 – Hedges around Edenside / Main road and Honeypot – Verbal update Clerk
14. Agenda item 188.21 - Clerk Laptop and IT support upgrade package

New Agenda Items

- 223.22** Councillor Vacancy – Following resignation of Cllr J Moscrop
224.22 Verification of Bank Reconciliation – Cllr C Smalley
225.22 Website – To resolve to continue to use the current provider for hosting, domain name and general maintenance of the website – The Clerk

226.22 POLICE ISSUES

Data taken from Cumbria Police Website Crime Map – Jan 2022
 Cargo x 1 Public order and x 1 Violence and Sexual Offence
 Kingmoor Park Central – 1 x Other theft
 Kingmoor Park – 1 x Burglary
 Vicinity of Asda – 3 x Shoplifting and 2 x Violence and Sexual Offence

227.22 HIGHWAYS ISSUES

1. To note no complaints have been notified to Highways since the previous meeting.

228.22 FINANCE

1. INCOME
 - £2202.32 – From Carlisle City Council – Restarting Community Grant
 - £500. – From Eden Buzz – Donation to support Parish to commemorate the Jubilee (This is not yet showing in Bank Statements)
 - £27.10 – From Electricity North West – Wayleave (This is not showing on bank statements yet)
 - To note a Vat Reclaim has been submitted for £550.46 not yet received into Bank Account
2. EXPENDITURE

Cheque No	Payee	Description	Amount £
101321	K Palmer	Salary months 11 & 12	696.11
101322	CPSL	Salary reports for months 11 & 12	16.80
101323	Rockcliffe Management Committee	Hire of Rockcliffe Centre for meetings	120.00
Bank Charges	HSBC	To date £19.00 charges applied for monthly fee and processing cheques charges – Also note £15.00 will be applied 18.03.22	£34.00



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Direct Debit	ICO	Registration Fee	£35.00
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To resolve to pay the expenditure outlined above.

To resolve to pay clerk in-between meetings for any personal expense incurred when purchasing a new laptop (as agreed from quotes received)

3. **CURRENT POSITION**

To note the current position

Opening Balance cash book £13,890.56

Expenditure to date including the above cheques £12,004.99

Current balance in Community Account, including deduction of expenditure to be agreed at this council meeting, is £10,876.28

Current balance in 14 day Business Account £2,181.37

Total balance including 14 day business account is £13,057.65

Please see bank reconciliation as at 25.02.22

4. **Summary of Risk Assessment and Internal Financial Controls document including revised Asset Register.**

To consider and approve – see attached

5. **To resolve that Clerk will obtain estimates for insurance renewal from 1st June 2022 for next meeting**

6. **To resolve to use K Beaty as the internal auditor for 2021/2022 – quote requested**

229.22

PLANNING

1. **APPLICATIONS**

To note comments notified to planning in the Planning Working Group Schedule attached.

2. **DECISIONS**

230.22

POLICIES

To re-adopt the following: Recruitment Policy – Sickness Absence Policy – Training and Development Policy and Appraisal Policy.

The Clerk has checked the policies for revisions and as there are no changes to be made the Council is asked to re-adopt the policies for a further year

231.22

CORRESPONDENCE RECEIVED BY THE CLERK

To note all correspondence have been forwarded on when received by the Clerk

232.22

DATE AND TIME OF NEXT MEETING

Annual Parish Meeting 19th May 2022 at 7pm

Parish Council Meeting 19th May 2022 at 7.30pm