



Clerk to the Council: Kylie Palmer

3 Ivy Close – Cargo – CA6 4AN, Telephone 01228 674005

Email: clerk@kingmoorparishcouncil.org, www.kingmoorparishcouncil.org

Draft Minutes of the Kingmoor Parish Council meeting held on Thursday 17th March 2022 at Rockcliffe Community Centre, Rockcliffe at 7.30pm.

Present: Cllr. L. Faulder (Chairman), Cllr. P.Logan (Vice Chairman), Cllr. G. Wade, Cllr C Smalley, Cllr H. Smith, Cllr A Buntin

In Attendance: Cllr. T. Allison, Cllr. H Davison, and K Palmer - Clerk.

Item No.		Action
215.22	Apologies for absence – accepted at meeting Cllr M. Kirkwood - Cllr G Ellis - Cllr D Morton	
216.22	DECLARATIONS OF INTEREST As per Declaration of Interest Register – None	
217.22	REQUESTS FOR DISPENSATIONS No requests	
218.22	COUNCILLOR VACANCY Resolved Kingmoor Parish Council appointed a new Cllr, Alison Buntin	
219.22	DECLARATION OF ACCEPTANCE OF OFFICE OF COUNCILLOR Resolved Declaration of Acceptance of Office received from Cllr A Buntin and was countersigned by the clerk.	
220.22	TO APPROVE MINUTES OF THE LAST MEETING Resolved to approve the minutes of the Parish Council meeting held 20 th January 2022.	
221.22	PUBLIC PARTICIPATION No public participation.	
222.22	PROGRESS UPDATES <ol style="list-style-type: none"> 1. Agenda item 176.18 – Footpath interpretation boards – verbal update by clerk – Delivery of new board for Crindledyke is expected next week – Clerk to get installation works booked in with J Ruddick. 2. Agenda item 148.21 – Road from Kingmoor West Roundabout Resolved. – Cllr Davison advised that the road is due to be closed whilst these works are carried out over coming days. 3. Agenda item 163.21 - Queens Jubilee – update Chairman / Eden Buzz – Clerk advised Cllrs that the donation from Eden Buzz of £500 to go towards parish celebrations to mark the occasion has now been banked. This donation is to go towards something commemorative, not towards food . drink. Clerk took an action to obtain quotes and details of plant a tree for Jubilee 	<p>Clerk</p> <p>Cllr H.D</p> <p>Clerk</p>



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	and for celebratory flower boxes for Cargo, Crindledyke and Stainton.	
	4. Agenda item 164.21 - Application for funding for footpath on C1016 – Cllr Alison provided update to group and also advised this was covered in latest newsletter - to remain on Agenda for further updates	Cllr T.A
	5. Agenda item 165.21 - Cargo Park Inspection – Clerk advised Council following annual inspection that Play Dale have also been out and will provide an update on what may be covered under guarantee. Clerk to invite community volunteers to work on the project – this request will be shared on Newsletter (agenda item 167.21) – To remain on Agenda for further updates.	Clerk
	6. Agenda item 166.21 - Restarting Communities Grant Application – Grant funding has now been received into account – Resolved.	
	7. Agenda item 167.21 – Parish Plan – Chairman invited Council to consider most effective way to engage with Parish to collate feedback, the clerk took an action to create a one page flyer – Resolved - this was approved at the meeting and agreed it could be placed on website/ notice boards and facebook pages.	Clerk
	8. Agenda item 181.21 Parish Council Bank Account – Clerk updated Cllrs on process for opening Unity Bank Account, signatures were obtained for next step in this process – to remain on Agenda for further updates.	Clerk
	9. Agenda item 182.21 Footpaths Register – Cllr Wade and Cllr Logan to review current register, walk each footpath and report back on any changes that need to be made at May meeting.	Cllr G.W & Cllr. P.L
	10. Agenda item 183.21 – Re-Organisation of Cumbria County Council – Cllr Alison and Cllr Davison provided update. To follow progress and learn more visit their website: https://newcouncilsforcumbria.info	Cllr H.D & Cllr T.A
	11. Agenda item 184.21 Grit Bins – Cllr Allison advised Cumbria County Council have confirmed roads in Crindledyke will be adopted and the Council will become responsible for gritting.	Cllr T.A
	12. Agenda item 185.21 Grass cutting and maintenance contract – Resolved – To advise current provider of this service of a 12 month extension. New contract including maps and requirements to be developed and released for tendering March 2023.	Clerk



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	<p>13. Agenda item 186.21 Hedges around Edenside / Main road and Honeypot – Clerk contacted Persimmon Holmes Head Office in Lancashire who advised they are not responsible, Clerk has contacted Highways and awaits a reply. Cllr Wade to speak to MOD for information of sale of land for clarity.</p> <p>14. Agenda item 188.21 Clerk Laptop / Printer upgrade package – Clerk advised Council that the Laptop had been assessed and is not suitable for any upgrade packages. Best option is a new laptop. Resolved – Quotes received so far range from £750 to £500 – Cllrs agreed Clerk can purchase a new laptop to the value of £600 – Cllrs also resolved to use Catch4 Solutions technical support package for next financial year.</p> <p>15. Agenda item 223.22 – Councillor Vacancy following resignation of Cllr J Moscrop – No applications received – to remain as an open vacancy</p> <p>16. Agenda item 224.22 – Verification of Bank Reconciliation – Cllr C Smalley – Cllr Smalley completed internal verification of bank statements and bank reconciliations</p> <p>17. Agenda item 225.22 – Resolved to continue to use the current provider for hosting domain name and general maintenance of the website.</p>	<p>Clerk / Cllr G.W</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>								
226.22	<p>POLICE ISSUES Resolved – To note data on Cumbria Police website from Crime Map</p>									
227.22	<p>HIGHWAYS ISSUES 1. Complaints schedule – Resolved to note the contents of the complaints schedule</p>	Clerk								
228.22	<p>FINANCE 1. INCOME Resolved to note income received since last meeting: 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) Resolved to note a Vat Reclaim has been submitted for £550.46 not yet received into Bank Account</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>101321</td> <td>K Palmer</td> <td>Salary Feb & March</td> <td>696.00</td> </tr> </tbody> </table>	Cheque No	Payee	Description	Amount £	101321	K Palmer	Salary Feb & March	696.00	Clerk
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	101322	Cumbria Payroll SV	Salary reports Feb & March	16.80	
	101323	Rockcliffe Management Committee	Hire of Centre for meetings	120.00	
	Bank Charges	HSBC	Account and Cheque process charges	34.00	
	Direct Debit	ICO	Registration fee	35.00	
	<p>Resolved to approve the above expenditure.</p> <p>Resolved to pay clerk in-between meetings for any personal expense incurred when purchasing a new laptop up to value of £600.00</p> <p>3. CURRENT POSITION Resolved 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</p> <p>4. Resolved to approve : Summary of Risk Assessment and Internal Financial Controls document including revised Asset Register.</p> <p>5. Resolved that Clerk will obtain estimates for insurance renewal from 1st June 2022 for next meeting</p> <p>6. Resolved to use K Beaty as the internal auditor for 2021/2022 – quote requested</p>				
229.22	<p>PLANNING</p> <p>1. APPLICATIONS - Resolved to note comments notified to Planning By planning Group - Cllr. Faulder Cllr. Kirkwood & Cllr. Logan.</p> <p>2. Planning application 22/0033 - To note Cllr Faulder declared an interest in this application and did not comment. Cllr Smalley was appointed in place.</p>				Clerk
230.22	<p>POLICIES</p> <p>Resolved To re-adopt the following: Recruitment Policy – Sickness Absence Policy – Training and Development Policy and Appraisal Policy.</p>				Clerk
231.22	<p>CORRESPONDENCE RECEIVED BY THE CLERK</p> <p>Resolved to note the correspondence received.</p>				Clerk
232.22	<p>DATE AND TIME OF NEXT MEETING</p> <p>Annual Parish Meeting 19th May 2022 at 7pm</p>				Clerk



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	Parish Council Meeting 19th May 2022 at 7.30pm	
	New Agenda Items Tree Inspections to be carried out New grass Cutting Contract to be developed Defibrillators in Parish – Funding / grants available	

DRAFT