



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

16th May 2022

I am writing to summons you to attend the Annual Parish Meeting of the electors which will take place on Thursday 19th May at Rockcliffe Community Centre at 7.00pm prompt. To be followed by the Annual Parish Council Meeting.

Yours faithfully

Kylie Palmer

Kylie Palmer
Clerk to the Parish Council

**ANNUAL PARISH MEETING -
AGENDA**

- 233.22 APOLOGIES FOR ABSENCE**
- 234.22 CHAIRMANS REPORT**
- 235.22 PUBLIC PARTICIPATION**

ANNUAL MEETING - AGENDA

- 236.22 ELECTION OF CHAIRMAN**
To elect a Chairman for the year 2022/2023
- 237.22 DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN**
To receive the Chairman's Declaration of Acceptance of Office
- 238.22 APPOINTMENT OF VICE-CHAIRMAN**
To appoint a Vice-Chairman for the year 2022/2023
- 239.22 APOLOGIES FOR ABSENCE**
To approve apologies for absence
- 240.22 DECLARATIONS OF INTEREST**
- 241.22 REQUESTS FOR DISPENSATIONS**
- 242.22 TO APPROVE MINUTES OF THE LAST MEETING HELD ON 17th March 2022**
- 243.22 PUBLIC PARTICIPATION**
- 244.22 PROGRESS UPDATES**
 - 1. Agenda item 176.18 – Footpath interpretation boards – verbal update by Clerk
 - 2. Agenda item 163.21 - Queens Jubilee – update Chairman / Clerk
 - 3. Agenda item 164.21 - Application for funding for footpath on C1016 – Update Cllr Allison.
 - 4. Agenda item 165.21 - Cargo Park – update Clerk
 - 5. Agenda item 181.21 - Parish Council Bank Account – Update on application to Unity Bank by Clerk



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6. Agenda item 182.21 - Footpaths Register – Update Cllr Logan
7. Agenda Item 183.21 - Re-Organisation of Cumbria County Council - Chairman to update Councillors
8. Agenda item 185.21 – Grass cutting and maintenance contract – Clerk / Cllr Smalley - Review revised contract maintenance requirements
9. Agenda item 186.21 – Hedges around Edenside / Main road and Honeypot – Verbal update Cllr Wade
10. Agenda item 188.21 - Clerk Laptop and IT support upgrade package
11. Agenda item 223.22 - Councillor Vacancy – Applications

NEW AGENDA ITEMS

- 245.22** Clerk Salary - Chairman
246.22 Tree Inspections Due - Chairman
247.22 Bird Boxes - Chairman
248.22 Bus Service at Crindledyke – Cllr Smith
249.22 Defibrillators for Parish / Funding – grants available – Chairman
250.22

POLICE ISSUES

Data: Cumbria Police Website Crime Map March 2022
 Crindledyke Estate - 2 Criminal Damage and Arson and 2
 Violence and Sexual Offences
 Kingmoor Park – 1 x Other Crime and 2 Violence and Sexual
 Offence
 Vicinity of Asda – 3 x Shoplifting

251.22

HIGHWAYS ISSUES

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

252.22

FINANCE

1. INCOME
 £10,346.00 – Precept from Carlisle City Council
2. EXPENDITURE

Payment Method	Payee	Description	Amount £
Bank Transfer	K Palmer	Salary months April / May	696.11
Bank Transfer	CPSL	Salary reports for April / May	16.80
Bank Transfer	K Palmer	Expenses Stamps and Mileage	30.64
Bank Transfer	Rocket Sites	Annual Website Host	114.00
Bank Transfer	CALC	Subscription	256.64
Bank Transfer	Kate Beaty	Internal Audit Report	85.00
Bank Transfer	Cache4 Solutions	Terra 1500 Business Laptop and Set Up	898.80



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Bank Transfer	Cache4 IT Solutions	Business IT Support, Microsoft Business Premium – Annual Fee	875.23
Bank Transfer	Eric Robinson	Grass Cutting Aug / Sept / Oct (2021) in Cargo , Stainton and Crindledyke – received invoice May 2022	240.00
Bank Charges DR	HSBC	DR Payment taken on 15.04.22 £10.50 for period upto 24 th March 2022 To note charges upto 24 th April of £11.00 will be deducted on 16.05.22	10.50

To resolve to pay the expenditure outlined above.

To note the Clerk's expenses are in respect of stationary & mileage.

To resolve that expenditure incurred prior to the meeting but not yet invoiced is approved for payment between meetings.

These payments are in respect of Clerk Salary (Once Annual Review has been completed) – And Parish Council Insurance (QUOTES OBTAINED).

3. CURRENT POSITION

To note the current position £21,242.65

Opening Balance cash book £14120.28

Plus income received to date £10,346.00

Expenditure to date including the above payments £3213.22

Current balance in Community Account, including deduction of expenditure to be agreed at this council meeting, is £22,274.34

Current balance in 14 day Business Account £2181,53.00

Total balance including 14 day business account is £24,455.87

Please see bank reconciliation as at 25.04.22

4. ANNUAL ACCOUNTS

1. Approved by Internal Auditor – K. Beaty

To consider and approve the Accounts for 2021/2022 and Bank Reconciliation as at 31st March 2022. Please see attached.

2. To approve Annual Return including Governance Statement and Certificate of Exemption for the year ending 31st March 2022. Please see attached.

253.22

PLANNING

1. APPLICATIONS / DECISIONS

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

254.22

POLICIES

To re-adopt the following: **DATA PROTECTION POLICY**

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

255.22

COUNCILLOR ATTENDANCE DURING 2021/2022 – See attached



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To note councillor attendance at council meetings. Councillors should also note that unless the council resolves to accept a reason for apologies then after a six month period of non-attendance a councillor will be asked to leave the council

256.22

CORRESPONDENCE RECEIVED BY THE CLERK

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

257.22

DATE AND TIME OF NEXT MEETING

Parish Council Meeting 21ST July 2022 at 7.30pm