



Clerk to the Council: Kylie Palmer

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

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

Minutes of the Kingmoor Parish Council meeting held on 17 November 2022 at Rockcliffe Community Centre, Rockcliffe at 7.30pm.

Present: Cllr. P.Logan (Vice Chairman), Cllr M Kirkwood, Cllr C Smalley, Cllr A Buntin, Cllr H Smith, Cllr G Wade, Cllr J Story

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

Item No.		Action
298.22	APOLOGIES FOR ABSENCE – accepted at meeting Cllr. L. Faulder (Chairman) - Cllr D Morton – Cllr H Davison	
299.22	DECLARATIONS OF INTEREST None - As per Declaration of Interest Register	
300.22	REQUESTS FOR DISPENSATIONS No requests	
301.22	TO APPROVE MINUTES OF THE LAST MEETING Resolved to approve the minutes of the Parish Council meeting held on 28 th September 2022.	
302.22	NEW COUNCILLOR – John Story Declarations of interest and Acceptance of Office were completed and signed by J Story and Clerk	
303.22	PUBLIC PARTICIPATION No public participation present at this meeting	
304.22	PROGRESS UPDATES <ol style="list-style-type: none"> 1. Agenda item 176.18 – Footpath interpretation boards – verbal update by clerk – Ongoing issue with Crindledyke footpath interpretation board continues with Clerk struggling to receive updates from the “The Notice Board Company”. Cllr P Logan has been copied into all correspondence to date requesting an update and the issue resolved. Agreed to request a refund within next two weeks if issue remains unresolved. Clerk to email Notice Board Company. 2. Agenda item 163.21 - Queens Jubilee –Clerk to arrange Soil and flowers for Crindledyke and plaques to be arranged for all three. 3. Agenda item 164.21 - Application for funding for footpath on C1016 – Cllr Alison provided an update on preparation works - Clerk to hand letter to Chairman from Cllr Alison for review 4. Agenda item 165.21 - Cargo Park Refurbishment – Clerk advised annual park inspection has not yet taken place so no 	<p>Clerk</p> <p>Clerk Cllr Smalley Clerk</p> <p>Clerk</p>



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	<p>report yet, 4k funding received from Carlisle City Council 0-19 fund plus the 1K pledge from KPC. Funding applications also made to Cumbria Community Foundation and National Lottery for remaining 45K are being reviewed in Jan. To remain on agenda for further updates.</p> <p>5. Agenda item 183.21 – Re-Organisation of Cumbria County Council –To remain on agenda for further updates and until new structure is in place.</p> <p>6. Agenda item 248.22 – Bus Stop for Service at Crindledyke Following the changes to the bus service at Crindledyke, including safety concerns crossing busy road for alternative service, no safe bus stop / waiting area and poor lighting, Further inspections to be arranged by Cllr Logan and Cllr Kirkwood.</p> <p>7. Agenda item 249.22 – Defibrillators in Parish / funding grants available It was agreed that funding needs to be obtained for full cost or 50% of defibrillators for all 3 locations. Cllr Helen Smith to send reference / location for Crindledyke / Clerk to obtain reference number for location at Cargo and speak to Carlisle City Council re location for Stainton. Clerk to seek funding for project.</p> <p>8. Agenda item – 264.22 – Cargo Sewage Works – Cllr Logan to review response from Environment Agency and forward any further questions to the Clerk to request</p> <p>9. Status of adopted roads for Crindledyke Farm – Deferred to next meeting</p> <p>10. Agenda item 268.22 – Emergency Plan for Parish – Cllr P Logan and Cllr M Kirkwood to set up working group to complete emergency plan for parish and present at next meeting</p> <p>11. Agenda item 290.22 – Overgrown Grass Verge / Hedgerows / Trees Cargo - Cllr Buntin advised following communication with land owner the area does appear to be clear of some of materials being stored there however works to tidy hedgerows has not yet taken place. Cllr Buntin to speak with land owner again regarding this issue and Clerk to contact Highways department of County Council for advise.</p> <p>12. Agenda item 305.22 - Rockcliffe School Bus – Clerk to contact Cumbria County Council for information on changes and reasons behind changes.</p> <p>13. Agenda Item 306.22 – Food Vendor in Cargo – Resolved Clerk to write to confirm in writing to Nacho Nacho van that</p>	<p>Cllr TA</p> <p>Cllr PL & MK</p> <p>Clerk / Cllr HS</p> <p>Clerk / Cllr PL</p> <p>Cllr TA</p> <p>Cllr PL & Cllr MK</p> <p>Cllr AB & Clerk</p> <p>Clerk</p> <p>Clerk</p>
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	<p>permission to site van at Cargo Park is granted on condition public highway remains clear and unobstructed for passing vehicles, patrons que in safe manner and area is left clean and tidy.</p> <p>14. Agenda item 307.22 – Notice boards / bus shelters to be cleaned and maintained – Resolved Clerk advised notice boards in parish require cleaning / painting. Cllrs offered to action this over next 2 months. Cllr Story – Cargo / Cllr Wade Stainton and Cllr Smith, Logan and Kirkwood for Crindledyke</p>	Cllr JS / GW / HS / PL & MK																				
308.22	<p>POLICE ISSUES Resolved – To note data on Cumbria Police website from Crime Map</p>																					
399.22	<p>HIGHWAYS ISSUES 1. Complaints schedule – Resolved no complaints have been received</p>	Clerk																				
400.22	<p>FINANCE 1. INCOME To note income received since last meeting: £ 4000.00 funding received towards Cargo Park Project</p> <p>2. EXPENDITURE</p> <table border="1"> <thead> <tr> <th>Payment Method</th> <th>Payee</th> <th>Description</th> <th>Amount £</th> </tr> </thead> <tbody> <tr> <td>Bank Transfer</td> <td>CPSL</td> <td>Salary reports for Oct / November</td> <td>16.80</td> </tr> <tr> <td>Bank Transfer</td> <td>K Palmer</td> <td>Clerk Salary Oct / November</td> <td>719.88</td> </tr> <tr> <td>Bank Transfer</td> <td>K Palmer</td> <td>Expenses</td> <td>5.98</td> </tr> <tr> <td>Bank Transfer</td> <td>Rockcliffe Centre</td> <td>Hall Fees x 6 meetings</td> <td>120.00</td> </tr> </tbody> </table> <p>Resolved to approve the above expenditure & note clerk expenses was for ink for printer</p> <p>3. CURRENT POSITION Resolved To note the current position £16,629.91</p> <p>Opening Balance cash book £14,120.28 Income received to date £14,696.16 Expenditure to date including the above payments £7,186.53 Current balance UNITY Account £22,492.57 Balance in UNITY Account, following deduction of expenditure to be agreed at this council meeting will be £21,629.91</p>	Payment Method	Payee	Description	Amount £	Bank Transfer	CPSL	Salary reports for Oct / November	16.80	Bank Transfer	K Palmer	Clerk Salary Oct / November	719.88	Bank Transfer	K Palmer	Expenses	5.98	Bank Transfer	Rockcliffe Centre	Hall Fees x 6 meetings	120.00	Clerk
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	<p>Noting 5K of this balance is being held for Cargo Park Project – adjusted balance minus this figure is £16,629.91 Please see bank reconciliation as at 11.11.22 <i>Noted that Cllr C Smalley / Cllr P Logan to authorise the online banking payments</i></p> <p>4. BUDGET 2023/24 Resolved to accept the proposed budget for 2023/24 Resolved to set the precept at 6% to allow for inflation plus an additional £2300.00 contingency in case of any costs incurred due to an election – total £14,266.83. The parish council note that in the event of no election the £2300.00 cannot be used for any other Parish costs or projects. The Parish Council did not want to utilise financial reserves in the event of any election costs. At the time of the meeting there was no decision on an election and current guidelines issued by CALC regarding potential election costs were considered.</p> <p>5. CLERK PAY SCALES 2022/2023 Resolved to approve pay award for Clerk from April 2022 financial year following CALC National Salary Award document released 2nd November 2022 – to be back dated to April 2022</p> <p>6. ROCKCLIFFE CHURCH DONATION REQUEST To resolve to agree on a financial donation following request received – Deferred to next meeting</p>	
401.22	<p>PLANNING</p> <p>1. APPLICATIONS - Resolved to note comments notified to Planning By planning Group - Cllr. Faulder Cllr. Kirkwood & Cllr. Logan.</p>	
402.22	<p>POLICIES</p> <p>DIGNITY AT WORK POLICY – Kingmoor Parish Council are invited to take and respect the pledge (New Policy Presented at Meeting) – Deferred to next meeting</p> <p>Resolved to re-adopt the : Data Protection Policy, Subject Access Request Policy, Freedom of Information Policy, Tree Policy, Standing Orders, Code of Conduct, Complaints Procedure, Disciplinary, Equal Opportunities, Grievance, Health & Safety, Press & Media, Protocol on the recording and filming of Council and Committee meetings, Retention of Documents and Risk Management Policy.</p> <p>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</p>	Clerk
403.22	CORRESPONDENCE RECEIVED BY THE CLERK	Clerk



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	Resolved to note the correspondence received.	
404.22	DATE AND TIME OF NEXT MEETING Resolved - Parish Council Meeting 19 th January 2023	Clerk