



Clerk to the Council: Kylie Palmer

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

Email: [clerk@kingmoorparishcouncil.org](mailto:clerk@kingmoorparishcouncil.org), [www.kingmoorparishcouncil.org](http://www.kingmoorparishcouncil.org)

To Members of Kingmoor Parish Council

14<sup>th</sup> May 2023

I am writing to summons you to attend the Annual Parish Meeting of Electors which will take place on Thursday 18<sup>th</sup> May at Rockcliffe Community Centre at 7pm prompt. To be followed by the Annual Parish Council Meeting.

Yours faithfully

*Kylie Palmer* – Clerk to Kingmoor Parish Council

Item No.	<b>ANNUAL PARISH MEETING - AGENDA</b>
<b>443.23</b>	<b>APOLOGIES FOR ABSENCE</b>
<b>444.23</b>	<b>CHAIRMANS REPORT</b>
<b>445.23</b>	<b>PUBLIC PARTICIPATION</b>
Item No.	<b>PARISH MEETING - AGENDA</b>
	<b>DECLARATION OF ACCPETANCE FORMS TO BE COMPLETED BEFORE MEETING STARTS – WITNESSED BY CLERK</b>
<b>446.23</b>	<b>ELECTION OF CHAIRMAN</b> To elect a Chairman for the year 2023/2024 (Proposer / Seconder)
<b>447.23</b>	<b>DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN</b> To receive the Chairman’s Declaration of Acceptance of Office
<b>448.23</b>	<b>APPOINTMENT OF VICE-CHAIRMAN</b> To appoint a Vice-Chairman for the year 2023/2024 (Proposer / Seconder)
<b>449.23</b>	<b>APOLOGIES FOR ABSENCE</b> To approve apologies for absence
<b>450.23</b>	<b>DECLARATIONS OF INTEREST</b>
<b>451.23</b>	<b>REQUESTS FOR DISPENSATIONS</b>
<b>452.23</b>	<b>TO APPROVE MINUTES OF THE LAST MEETING</b> To approve the minutes of the Parish Council meeting held on 19 <sup>th</sup> January 2023.
<b>453.23</b>	<b>PUBLIC PARTICIPATION</b>
<b>454.23</b>	<b>PROGRESS UPDATES</b> <ol style="list-style-type: none"> <li>1. <b>Agenda item 176.18 – Footpath interpretation boards</b> – verbal update by clerk</li> <li>2. <b>Agenda item 164.21 - Application for funding for footpath on C1016</b> – Update Cllr Alison / Clerk</li> </ol>



Clerk to the Council: Kylie Palmer

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

Email: [clerk@kingmoorparishcouncil.org](mailto:clerk@kingmoorparishcouncil.org), [www.kingmoorparishcouncil.org](http://www.kingmoorparishcouncil.org)

	<p>3. <b>Agenda item 165.21 - Cargo Park Refurbishment Project</b> – Clerk to update Cllrs</p> <p>4. <b>Agenda item 183.21 – Re-Organisation of Cumbria County Council</b> –Update Cllr Allison</p> <p>5. <b>Agenda item 249 – Defibrillators in Parish / funding grants available</b> – Update Clerk / Cllr Smith</p> <p>6. <b>Agenda item – 264.22 – Cargo Sewage Works</b> –Update Clerk / Cllr Logan – New FOI Request sent 02.02.23</p> <p>7. <b>Agenda item 266.22 – Status of adopted roads for Crindledyke Farm</b> – Cllr T Allison</p> <p>8. <b>Agenda item 307.22 – Notice boards / bus shelters to be cleaned and maintained</b> – Update from Cllrs who offered to action by end Jan. Cllr Story – Cargo / Cllr Wade - Stainton and Cllr Smith, Logan and Kirkwood for Crindledyke – Cargo Bus Shelter maintenance works</p> <p>9. <b>Agenda item 412.23 – Cargo Farm</b> – Chairman - FOI Request sent 02.02.23</p> <p>10. <b>Agenda item 416.23 – North West Recycling – Litter / Lorries</b> - Chairman</p> <p>11. <b>Agenda item 430.23 - Hedgerow Ownership round Edenside</b></p> <p>12. <b>Agenda item 455.23 – Request for funding from Rockcliffe Centre</b> – Clerk</p> <p>13. <b>Agenda item 456.23 – Crindledyke Lane road markings</b> – Cllr Kirkwood</p> <p>14. <b>Agenda item 457.23 – Grass Verge Cargo</b> – Clerk</p>
458.23	<p><b>POLICE ISSUES</b>  Data: Cumbria Police Website Crime Map Data Jan, Feb, March 2023  Crindledyke – 2 x Other Theft , 2 x Violence &amp; Sexual offence, 1 x Vehicle Crime, 1 x Burglary  Stainton – 1 x Violence &amp; Sexual offence  Cargo – 1 x Violence &amp; Sexual offence</p>
459.23	<p><b>HIGHWAYS ISSUES</b></p> <p>1. To note complaints notified to highways and waiting for a response. Please see attached Schedule.</p>
460.23	<p><b>FINANCE</b></p> <p><b>1.INCOME</b>  To note income received since last meeting:  £14,266.83 – Precept 2023/2024  To note ICO Direct Debit for £35.00 was debited twice in error, ICO have been contacted for a refund (Last Financial Year)</p> <p><b>2.EXPENDITURE</b></p>



Clerk to the Council: Kylie Palmer

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

Email: [clerk@kingmoorparishcouncil.org](mailto:clerk@kingmoorparishcouncil.org), [www.kingmoorparishcouncil.org](http://www.kingmoorparishcouncil.org)

Payment Method	Payee	Description	Amount £
Bank Transfer	k Beaty	Audit	90.00
Bank Transfer	Cache4 IT Solutions	Business IT Support inc Microsoft	748.00
Bank Transfer	Rocket Sites	Annual Hosting & SSL	138.00
Bank Transfer	K Palmer	Salary Apr & May	790.39
Bank Transfer	K Palmer	Expenses Mileage & HP Instant Ink	43.18
Bank Transfer	Cumbria Payroll Services Ltd	Payroll Reports	19.80
Bank Transfer	CALC	Annual subscription	286.86

**Resolve** to pay the expenditure outlined above.  
 To note the Clerk's expenses are in respect of Ink for Printer & mileage.  
 To resolve that expenditure incurred prior to the meeting but not yet invoiced is approved for payment between meetings.  
 This relates to Parish Council Insurance (QUOTE OBTAINED).

**3.CURRENT POSITION**  
**Resolve To note the current position £26,008.89**  
 Opening Balance cash book £21,038.21  
 Income received to date £14,266.83  
 Expenditure to date including the above payments £1829.37  
 Current balance UNITY Account £35,305.04  
 Balance in UNITY Account, following deduction of expenditure to be agreed at this council meeting will be £33,188.81  
 Noting the funds being held in account for Cargo Park - following deduction of these funds current position is £26,008.89

**4.Cargo Park Funding** – To note £7179.92 of balance showing is being held for Cargo Park Project – See adjusted balance for current position.

**5.Agenda item 414.23 Jan 2023 meeting** – To note our request for an additional £2300 precept request for any potential costs of an election, to note that in the event of no costs being incurred for an election this figure will be deducted from next year's precept request 2023/24

**6. ANNUAL ACCOUNTS**  
 1. Approved by Internal Auditor – K.Beaty



Clerk to the Council: Kylie Palmer

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

Email: [clerk@kingmoorparishcouncil.org](mailto:clerk@kingmoorparishcouncil.org), [www.kingmoorparishcouncil.org](http://www.kingmoorparishcouncil.org)

	<p>To consider &amp; approve the Accounts for 2022/23 and Bank Reconciliation as at 31.03.23 (See attached)</p> <p>2. To approve Annual Return including Governance Statement &amp; Certificate of Exemption for the year ending 31.03.23 – Please see attached.</p> <p style="text-align: center;"><b>Please see bank reconciliation as at 14.05.23</b></p>
<b>461.23</b>	<p><b>PLANNING</b></p> <p>1. <b>Application / Decisions</b> – To note comments notified to planning in the Planning Working Group Schedule</p> <p>2. <b>To note email from Parishioner dated 22.03.23 referencing:</b>          Planning Application - 06/0893 -          Alternative Reference - 337314 560547          Application Received Wed 19 Jul 2006</p>
<b>462.23</b>	<p><b>POLICIES</b></p> <p>To re-adopt the following: <b>DATA PROTECTION POLICY</b>  <i>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</i></p>
<b>463.23</b>	<p><b>COUNCILLOR ATTENDANCE DURING 2022/2023</b> (See attached)</p> <p>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.</p>
<b>464.23</b>	<p><b>CORRESPONDENCE RECEIVED BY THE CLERK</b></p> <p>To note all correspondence received have been forwarded on via the clerk</p>
<b>465.23</b>	<p><b>EDEN LYNNE BUZZ - ARTICLES TO SHARE</b></p>
<b>466.23</b>	<p><b>AGENDA ITEMS REQUESTED FOR NEXT MEETING</b></p>
<b>467.23</b>	<p><b>1. DATE AND TIME OF NEXT MEETING</b></p> <p>Annual Parish Meeting Thu 20<sup>th</sup> July 2023 at 7.30pm</p>