

**IRTHINGTON PARISH COUNCIL**

**Minutes of the Parish Council Meeting held at Newtown Village Hall on 2nd May 2018.**

**PRESENT** - Councillors C. Adams, M. Ridley, G. Beck, H. Slack and P. Storr.

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillors M. Bowman & J. Bainbridge, Carlisle City Council

**1/18 ELECTION OF CHAIRMAN**

Councillor G. Beck, seconded by Councillor P. Storr, moved that Councillor C. Adams be elected to the office of Chairman of the Council.

There were no other nominations.

**AGREED** unanimously to the election of C. Adams as Chairman of the Council.

**2/18 DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN**

Councillor Adams in the presence of the Council, signed the Declaration of Acceptance of Office of Chairman of the Council and the Declaration was witnessed by the Clerk.

**3/18 ELECTION OF VICE CHAIRMAN**

Councillor G. Beck, seconded by Councillor P. Storr, moved that Councillor A. Jordan be elected to the office of Vice Chairman of the Council

There were no other nominations.

**AGREED**, unanimously, to the election of A. Jordan as Vice Chairman of the Council.

**4/18 APOLOGIES FOR ABSENCE**

**RESOLVED** to note that apologies for absence were received from:-

Councillors Peart, Ogden and Jordan  
County Councillor Mallinson

**5/18 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**6/18 DECLARATIONS OF INTEREST**

Councillors were invited to record their interests in the register.

**RESOLVED** to note there were no declarations of interest made.

**7/18 MINUTES**

**7/18.1 MINUTE OF THE MEETING HELD ON 4TH APRIL 2018 WAS SUBMITTED.**

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 4th April 2018, confirmed as a true and accurate record.

**8/18 OUTSIDE BODIES - REPRESENTATION**

There was submitted a report by the Clerk detailing the outside bodies to which the Council had been invited to appoint representatives.

**RESOLVED** that the following appointments be made:-

<b>CARLISLE PARISH COUNCILS ASSOCIATION (CPCA)</b>	Councillor M. Ridley
<b>CPCA EXECUTIVE COMMITTEE</b>	Councillor M. Ridley

**9/18 STANDING ORDERS AND FINANCIAL REGULATIONS**

2018 NALC model standing orders and the council's financial regulations were circulated prior to the meeting for review and adoption.

**RESOLVED** to adopt the new model standing orders following confirmation of items under rules of debate, meetings generally, extraordinary meetings, previous resolutions, proper officer and standing orders generally. The new standing orders will be uploaded to the website. Financial regulations were reviewed and no amendments required.

**10/18 ASSETS**

Members reviewed the assets held by the council.

**RESOLVED** that all assets were included in the asset register and no additions or amendments were required. The Clerk would circulate the Village Hall deeds for information.

**11/18 INSURANCE**

The insurance quote from BHIB insurance for 2018/19 was submitted to the meeting.

**RESOLVED** to accept the quote in the sum of £361.14.

**12/18 SUBSCRIPTIONS**

Members reviewed the parish council's current subscriptions.

**RESOLVED** to:-

**12/18.1** Renew the CALC subscription for 18/19 in the sum of £225.00, which was submitted to the meeting.

**12/18.2** Renew the SLCC subscription, which is due later in the financial year, cost to be confirmed but approximately £23.00.

**13/18 POLICY REVIEW**

The following core policies were circulated prior to the meeting and reviewed:-

- Complaints procedure – no amendments
- Publication scheme – no amendments
- Media and Press Policy – no amendments
- Health and Safety Policy – no amendments
- Equality and Diversity Policy – no amendments
- Equal Opportunities Policy – no amendments
- Document Retention Policy – general information, routine correspondence and emails to have a minimum retention of 1 year.

**RESOLVED** to note the core policies and amendments where required. All policies will be uploaded to the website.

## 14/18 GENERAL DATA PROTECTION REGULATIONS (GDPR)

### 14/18.1 DATA PROTECTION OFFICER (DPO)

Members gave consideration to the appointment of a Data Protection Officer after receiving information from CALC that parish councils could have the Clerk acting as DPO and information from the Local Councils Advisory Service (LCAS) detailing the service they offer as DPO and cost.

**RESOLVED** to appoint the LCAS as DPO for 18/19 at a cost of £150.00 for the year which included a site visit. The following services would be covered in the agreement:-

- Inform and advise the Council and its employees about their obligations to comply with the GDPR and other data protection laws.
- Monitor compliance with the GDPR and other data protection laws, including managing internal data protection activities, advise on data protection impact assessments; advise staff on training and conduct internal audits and compliance checks
- Be the first point of contact for supervisory authorities and for individuals whose data is processed (employees, members of the public etc).
- Monitor ongoing compliance
- Provide up to date guidance including unlimited helpline calls and emails
- Help manage access requests or requests made under the other powers for individuals
- Report and manage breaches
- Visit at least annually to check compliance and IT security and provide a report on further compliance
- Provide It recommendations and identify solutions for data security

### 14/18.2 EMAIL CONSENT AND PRIVACY POLICIES

Members gave consideration to various policies introduced to comply with the new GDPR.

**RESOLVED** to approve and adopt the following policies:-

- Data Protection Policy
- Privacy Notice for Staff/Councillors/Role Holders
- General Privacy Notice
- Email Consent Log

### 14/18.3 GDPR UPDATE

The Clerk reported that there were still further policies to be drafted, reviewed and adopted by the parish council. These would be submitted to a future meeting in due course.

**RESOLVED** to note the report.

## 15/18 POLICE ISSUES

**RESOLVED** to note that either an officer would attend, or a report would be submitted to the next meeting on re-establishing a Neighbourhood Watch Scheme in the parish.

## 16/18 PUBLIC PARTICIPATION

**RESOLVED** to note that no members of the public were present.

## 17/18 REPRESENTATIVES' REPORTS

**RESOLVED** to note that there were no representatives' reports.

## 18/18 TOWN AND COUNTRY PLANNING - APPLICATIONS –

Applications for planning consent were considered.

**RESOLVED** to advise the appropriate Planning Authority of the Council's comments as follows:-

**18/18.1 HAWTHORN COTTAGE, IRTHINGTON (18/0329)** – Installation of 2 dormer windows and repositioned velux roof window to front elevation.

No observations

**18/18.2 ROSE COTTAGE YARD, LAVERSDALE (18/0345)** – Change of use of part of the fencing contractors premises use by an agricultural engineer, specialising in the repair and maintenance of all terrain vehicles, off-road utility vehicles and amphibious off road utility vehicles, together with ancillary retail sales.

No observations

**18/18.3 SPORTSMAN INN, LAVERSDALE (18/0357)** – Change of use of former public house to 2 residential units (part retrospective) (revised application) without compliance with condition 1 imposed on planning permission 17/0130 to change layout of parking arrangement and access point.

OBJECT - Members do not agree with access of the bridlepath and the alteration of the surface. Members query the right of access over the bridlepath under section 34 of the Road Traffic Act 1988.

**18/18.4 SPORTSMAN INN, LAVERSDALE**

Consideration was given as to what action should be taken regarding the damage to Laversdale Village Green from the development of the Sportsman Inn, Laversdale.

**RESOLVED**, after discussion, that the Clerk would inform the Enforcement Officer of the damage done to the Village Green and the dumping of waste and/or material on the green and adjacent bridle path.

## 19/18 FINANCIAL MATTERS

**19/18.1 Bank Reconciliation to 14.04.18**

There was submitted a report by the Clerk on the reconciliation of the Council's financial records with its bank account statement.

**RESOLVED** to receive and note the bank reconciliation and balance to 14<sup>th</sup> April 2018 of £5,186.64.

**19/18.2 Approval of Expenditure**

**RESOLVED** to authorise the following expenditure for payment:-

- £231.86 A. Riddell – net wage to 04.05.18

**19/18.3 s137 Spending**

Consideration was given to s137 spending for the current and previous financial year.

**RESOLVED** to note that there was no spending under s137 for the year ending 31<sup>st</sup> March 2018. There was currently no projected spending under s137 for the current financial year.

**19/18.4 National Salary Award 2018**

A report was submitted from the Clerk advising of the recent pay award which has been agreed at the National Joint Council for Local Government Services for the financial year 1<sup>st</sup> April 2018 to 31<sup>st</sup> March 2019.

**RESOLVED** to note the award and approve its implementation.

**19/18.5 Internal Auditor**

**RESOLVED** to appoint Mrs J. Batey MAAT as internal auditor for the current financial year.

**20/18 AIRPORT CONSULTATIVE COMMITTEE**

Correspondence from John Grainger, Chairman of the Airport Consultative Committee was considered.

**RESOLVED** that one of the following councillors would attend future meetings:-

Councillors Jordan, Beck or Ogden.

**21/18 ACCESS AND SIGNAGE**

Consideration was given to concerns raised regarding access and signage to the airport for flight passengers.

**RESOLVED** that the Clerk would ask the Airport for clarification on which entrance and what signage would be used for flight passengers accessing the Airport.

**22/18 MEMORIAL SEATS**

**RESOLVED** to note that costings and designs for the memorial seats were still ongoing.

**23/18 ELECTORAL REVIEW OF CARLISLE: WARDING ARRANGEMENTS**

Consideration was given to the warding arrangements under the Carlisle electoral review.

**RESOLVED** that the Clerk would inform the review that members of the parish council wanted both the district councillors to be appointed to the Longtown Ward if that is where Irthington Parish Council would be placed.

Members put on record their thanks to both Councillors Bowman and Bainbridge for their work in supporting and advising the parish council over the years.

**24/18 CALC**

The following correspondence from CALC was received and noted:-

**24/18.1 CHIEF EXECUTIVE'S BULLETIN** – May 2018.

**24/18.2 CUMBRIA COMMUNITY FOUNDATION** – Email from S. Bagshaw

**24/18.3 SNOW SURVEY** – Email from S. Hutchinson

**RESOLVED** to note that Councillor Adams would put information on grants available to farmers in the next newsletter.

**24/18.4 UNAUTHORISED DEVELOPMENTS AND ENCAMPMENTS** – Email from S. Bagshaw.

**25/18 COUNCILLOR SURGERY**

**RESOLVED** that Councillor Slack would be the volunteer for Councillor Surgery at the June meeting.

**26/18 CORRESPONDENCE RECEIVED BY THE CLERK –**

**26/18.1 THREE HORSE SHOES TO BROOMHILL** – Concerns raised by resident at road surface from Three Horse Shoes to Broomhill.

**RESOLVED** to note that Councillor Mallinson reported that once the funding from the government had been spent, the roads should be in the condition they were last year. At the moment there is no time scale for highlighted repairs, they are being carried out on a priority basis.

**26/18.2 TTRO EAST** – Email from Robbie Brown, Cumbria County Council.

**27/18 LITERATURE AVAILABLE FROM CLERK –**

**RESOLVED** to note the following literature was available from the Clerk:-

**27/18.1 LOCAL COUNCIL REVIEW – Spring 2018**

**28/18 AGENDA ITEMS FOR NEXT MEETING**

No items were submitted at the meeting but any further items for consideration should be submitted to the Clerk on or before 30<sup>th</sup> May 2018.

**29/18 DATE OF NEXT MEETING - Wednesday 6th June 2018, Newtown Village Hall, 7.30pm.**

**IRTHINGTON PARISH COUNCIL**

**Minutes of the Parish Council Meeting held at Newtown Village Hall on 6th June 2018.**

**PRESENT** - Councillors C. Adams, M. Ridley, G. Beck, H. Slack, M. Ogden, A. Jordan and P. Storr.

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillors M. Bowman & J. Bainbridge, Carlisle City Council  
Councillor J. Mallinson, Cumbria County Council

**30/18 APOLOGIES FOR ABSENCE**

**RESOLVED** to note that apologies for absence were received from:- Councillor Peart

**31/18 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**32/18 DECLARATIONS OF INTEREST**

Councillors were invited to record their interests in the register.

**RESOLVED** to note that Councillor Jordan declared an interest in item 38/18.2

**33/18 MINUTES**

**33/18.1 MINUTE OF THE MEETING HELD ON 2ND MAY 2018 WAS SUBMITTED.**

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 2nd May 2018, confirmed as a true and accurate record.

**34/18 GENERAL DATA PROTECTION REGULATIONS (GDPR)**

**34/18.1 PERSONAL DATA BREACH POLICY**

Members gave consideration to a personal data breach policy introduced to comply with the new GDPR.

**RESOLVED** to approve and adopt the personal data breach policy.

**35/18 POLICE ISSUES**

**35/18.1 NEIGHBOURHOOD WATCH SCHEME**

**RESOLVED** to note that no report had been submitted by the police and no PCSO or officer was in attendance to report on re-establishing a Neighbourhood Watch Scheme in the parish.

**35/18.2 POLICE NEWSLETTER**

**RESOLVED** to note that the latest police newsletter had been circulated to members by email prior to the meeting.

**36/18 PUBLIC PARTICIPATION**

**RESOLVED** to note that no members of the public were present, however, complaints about the grass cutting had been received and the Clerk would speak to the contractor.

**37/18 REPRESENTATIVES' REPORTS**

**37/18.1 CPCA EXECUTIVE COMMITTEE**

**RESOLVED** to note that Councillor Ridley had attended the latest CPCA Executive Committee meeting and that the Clerk would circulate the draft minutes from the meeting in due course.

**38/18 TOWN AND COUNTRY PLANNING - APPLICATIONS –**

Applications for planning consent were considered.

**RESOLVED** to advise the appropriate Planning Authority of the Council's comments as follows:-

**38/18.1 REDHILLS COTTAGE, IRTHINGTON (18/0416) –** First floor side extension to provide 2 bedrooms; demolition of existing conservatory and erection of sunroom to rear; change of use of agricultural land to rear to domestic curtilage.

No observations

**38/18.2 SYSTEM PEOPLE LIMITED, CARLISLE AIRPORT, IRTHINGTON (18/0455) –** Change of use of wooded area to be able to train operators how to use plant machinery.

Comment – more information on the application is required before members can give a comment e.g. are trees being felled, will there be some sort of screening or fencing?

**38/18.3 LAND TO THE WEST OF THE COTTAGE, NEWTOWN (18/0433) –** Erection of 3 dwellings.

OBJECT - The houses are not in keeping with the local area which contravenes Policies SP6 (securing good design) and HO2 (windfall housing development). Members are also concerned that the access is onto the village hall car park which the applicant has not sought permission for.

**38/18.4 LAND TO THE EAST OF WELLBECK, NEWTOWN (18/0486) – Erection of 3 dwellings (outline)**

Comment – members would prefer that the buildings should be single storey bungalows to be more in keeping with the surrounding area and character of the village.

**39/18 FINANCIAL MATTERS****39/18.1 Bank Reconciliation to 14.05.18**

There was submitted a report by the Clerk on the reconciliation of the Council's financial records with its bank account statement.

**RESOLVED** to receive and note the bank reconciliation and balance to 14<sup>th</sup> May 2018 of £11,645.78.

**39/18.2 Approval of Expenditure**

**RESOLVED** to authorise the following expenditure for payment:-

- £288.55 A. Riddell – net wage to 08.06.18
- £186.40 HMR&C – PAYE

**39/18.3 EXTERNAL AUDITOR ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2018 AND EXEMPTION CERTIFICATE–**

**39/18.3.1** To consider the approval of the Annual Governance Statement for year ending 31<sup>st</sup> March 2018.

**RESOLVED** to approve the Annual Governance Statement for year ending 31<sup>st</sup> March 2018.

**39/18.3.2** To consider the approval of the Statement of Accounts for year ending 31<sup>st</sup> March 2018.

**RESOLVED** to approve the Statement of Accounts for year ending 31<sup>st</sup> March 2018.

**39/18.3.3** To authorise the Chairman to sign Sections 1 and 2 of the Annual Return for year ending 31<sup>st</sup> March 2018.

**RESOLVED** to authorise the Chairman to sign Sections 1 and 2 of the Annual Return for year ending 31<sup>st</sup> March 2018.



- 39/18.3.4** To agree that Irthington Parish Council can certify itself as exempt from a limited assurance review and authorise the Chairman to sign the Certificate of Exemption to be submitted to the external auditor.

**RESOLVED** that the Parish Council can certify itself as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 and to submit a Certificate of Exemption to the External Auditor having confirmed that gross income or gross expenditure did not exceed £25,000 in the year ending 31<sup>st</sup> March 2018.

**40/18 SPEEDWATCH**

Consideration was given to the Speedwatch Group in the parish.

**RESOLVED** that additional volunteers would be requested in the next Chairman's newsletter and then further consideration would be given to the purchase of a speed gun for the group rather than lending one on a rotational basis from the police.

**41/18 MEMORIAL SEATS**

**RESOLVED** to note that costings and designs for the memorial seats were still ongoing.

**42/18 CALC**

The following correspondence from CALC was received and noted:-

**42/18.1 CALC CIRCULAR** – June 2018. (To be circulated when received)

**42/18.2 UPDATE ON GDPR & DATA PROTECTION BILL** – Email from S. Bagshaw

**42/18.3 LCR OPINION ARTICLE** – Email from S. Bagshaw

**42/18.4 THE GREAT CUMBRIAN LITTER PICK** – Email from S. Bagshaw

**RESOLVED** to put this on the agenda for the next meeting and in the next newsletter

**42/18.5 SUPPORTING VULNERABLE PEOPLE DURING EMERGENCIES** – Email from S. Hutchinson

**42/18.6 NORTH WEST COASTAL ACCESS UPDATE** – Email from S. Hutchinson

**42/18.7 ANNUAL REVIEW MEETINGS** – Email from S. Hutchinson

**43/18 COUNCILLOR SURGERY**

**RESOLVED** that Councillor Ogden would be the volunteer for Councillor Surgery at the July meeting.

**44/18 CORRESPONDENCE RECEIVED BY THE CLERK –**

**RESOLVED** to note there was no correspondence to consider.

**45/18 LITERATURE AVAILABLE FROM CLERK –**

**RESOLVED** to note the following literature was available from the Clerk:-

**45/18.1 NOTIFICATION OF DECISIONS** – 25<sup>th</sup> May 2018

**46/18 AGENDA ITEMS FOR NEXT MEETING**

- Ideas for commemorating the WWI centenary
- Litter pick

Any further items for consideration should be submitted to the Clerk on or before 27<sup>th</sup> June 2018.

**47/18 DATE OF NEXT MEETING** - Wednesday 4th July 2018, Newtown Village Hall, 7.30pm.

**IRTHINGTON PARISH COUNCIL**

**Minutes of the Parish Council Meeting held at Newtown Village Hall on 4th July 2018.**

**PRESENT** – Councillors C. Adams, A. Jordan, M. Ridley, M. Ogden, G. Beck and R. Peart

**ALSO ATTENDING** - Clerk

**IN ATTENDANCE** – Councillors M. Bowman & J. Bainbridge, Carlisle City Council

**48/18 APOLOGIES FOR ABSENCE**

**RESOLVED** to note that apologies for absence, with reason, were submitted from the following:-

Councillors Slack and Storr  
County Councillor J. Mallinson

**49/18 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**50/18 DECLARATIONS OF INTEREST –**

**RESOLVED** to note that no declarations of interest were made.

**51/18 MINUTES**

**51/18.1 MINUTE OF THE MEETING HELD ON 6TH JUNE 2018 WAS SUBMITTED.**

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 6th June 2018, confirmed as a true and accurate record, after amending the attendance record.

**52/18 GENERAL DATA PROTECTION REGULATIONS (GDPR) -**

**RESOLVED** to note that members noted and approved the following documentation regarding GDPR:-

**52/18.1 PERSONAL DATA ASSESSMENT** – Information held by Irthington Parish Council

**52/18.2 AWARENESS CHECKLIST FOR COUNCILLORS** – Information to help members comply with GDPR (members have all signed a copy to be kept on file)

**52/18.3 GDPR RISK ASSESSMENT** – Risk assessment for Irthington Parish Council

**53/18 POLICE NEWSLETTER**

**RESOLVED** to note the latest police newsletter, circulated by email.

**54/18 PUBLIC PARTICIPATION**

**RESOLVED** to note that although no members of the public were present, the following matters were raised:-

**54/18.1 PLAY AREA** – to note that the gate had been damaged but had now been repaired and that Councillor Ridley would look into removing the old goalposts. New goalposts were being applied for through a County Council grant which had been recommended for approval.

**54/18.2 ILLUMINATED SIGN AT SALUTATION INN** –to note that Councillor Beck would look into the hours of illumination as a complaint had been received that the light was on longer than had been agreed.

**54/18.3 DEFIBRILLATOR IN PHONE BOX** – To note that Councillor Bainbridge would chase up the matter.

**55/18 REPRESENTATIVES' REPORTS**

**RESOLVED** to note there were no reports.

**56/18 TOWN AND COUNTRY PLANNING - APPLICATIONS –**

Applications for planning consent were considered.

**RESOLVED** to advise the appropriate Planning Authority of the Council's comments as follows:-

**56/18.1 REDHILLS COTTAGE, IRTHINGTON (18/0416) –** First floor side extension to provide 2 bedrooms; demolition of existing conservatory and erection of sunroom to rear; change of use of agricultural land to rear to domestic curtilage. (amended details/further information)

No observations.

**56/18.2 LAND ADJACENT TO HAWKLEMAS, IRTHINGTON (18/0361) –** Proposed residential development with entrance to field widened providing access to the residential site and field (outline) (revised application)

Comment – that the Development Committee has a site visit in order to view sightlines etc for themselves.

**57/18 NOTIFICATION OF DECISIONS**

A report of the decisions of the appropriate planning authority on applications on which the Parish Council had previously been consulted was submitted.

**RESOLVED** to note the report.

**58/18 FINANCIAL MATTERS****58/18.1 BANK RECONCILIATION TO 14.6.18**

There was submitted a report by the Clerk on the reconciliation of the Council's financial records with its bank account statement.

**RESOLVED** to receive and note the bank reconciliation and balance to 14<sup>th</sup> June 2018 of £10,434.69.

**58/18.2 APPROVAL OF EXPENDITURE**

**RESOLVED** to authorise the following expenditure for payment:-

- £230.64 A. Riddell – net wage to 06.07.18
- £180.00 Newtown Village Hall – room hire
- £50.00 J. Batey – internal auditor

**58/18.3 YEAR END ACCOUNTS TO MARCH 2018**

The internal Auditor's report for the Accounts for the year ending March 2018 was submitted.

**RESOLVED** to note the report and that no issues had been raised.

**59/18 THE GREAT CUMBRIAN LITTER PICK**

Consideration was given to an email from CALC, carried forward from the last meeting.

**RESOLVED** that a litter pick would be arranged for Saturday 18<sup>th</sup> August at 10.00am. Information to be advertised via the newsletter and Facebook page etc. The Clerk would draw up a risk assessment and Councillors Bowman and Bainbridge would supply the equipment.

**60/18 WWI COMMEMORATIONS –****60/18.1 MEMORIAL SEATS**

**RESOLVED** to note that a design had been drawn up for the first seat but no costings had been submitted to date. Work was ongoing on the project.

**60/18.2 EVENTS**

**RESOLVED** to note that various ideas were submitted to the meeting and that Councillors Ridley and Beck were liaising with other local groups and committees.

**61/18 BRIDLEPATHS**

Councillor Ogden gave a report on the poor state of 2 bridle paths in the parish.

**RESOLVED** to note the report and that the Clerk would pass the information on to the Footpaths Officer at the County Council.

NB: The response from the Footpaths Officer was as follows:

*The route from Headswood to Cambeckhill isn't a public bridleway but rather an unsurfaced unclassified county road U1099. Furthermore the UUCR status stops at an Irish ford at Dodgsons Beck and there is no status [recorded public rights] for the remaining 1/2km until it meets the highway to the east of Cambeckhill farm which funnily enough is U1099 again. I've had a look on Google Street view and noticed that Andrew Nicholson has apparently incorrectly signed the route as a bridleway, I'll arrange for the sign to be removed ASAP.*

*I'll arrange for an inspection of BW119001 regarding the dropped gates and approach the landowners. BW119001 has been flagged as a route that could be improved for the benefit of HWP especially now the pub is back open. It would improve access between Laversdale and Irthington where the pub is now shut. Is it anything the parish would like to work with us to deliver?*

**62/18 CALC**

**RESOLVED** that the following correspondence from CALC was received and noted:-

**62/18.1 CALC CIRCULAR –** July 2018. (Not received at time of meeting)

**62/18.2 ACTION FOR HEALTH NETWORK –** Email from S. Bagshaw.

**63/18 COUNCILLOR SURGERY**

**RESOLVED** that Councillor Jordan would be the volunteer for Councillor Surgery at the September meeting.

**64/18 CORRESPONDENCE RECEIVED BY THE CLERK.**

**RESOLVED** to note that the following correspondence had been received:-

**64/18.1 ST. CUTHBERTS (GARDEN VILLAGE) LOCAL PLAN: CONCEPT AND VISIONING ENGAGEMENT –** Email from Jane Walshe, Carlisle City Council.

Members would complete the online questionnaire.

**64/18.2 CRIME COMMISSIONER PUBLIC SURGERIES –** Email from Lisa Hodgson.

**65/18 LITERATURE AVAILABLE FROM CLERK**

**65/18.1 NOTIFICATION OF DECISIONS –** 22nd June 2018

**66/18 AGENDA ITEMS FOR NEXT MEETING**

- Memorial seats

Any further items to be submitted to the Clerk by 29<sup>th</sup> August 2018.

**67/18 DATE OF NEXT MEETING –** Wednesday 5th September 2018, Newtown Village Hall at 7.30pm.

**IRTHINGTON PARISH COUNCIL**

**Minutes of the Parish Council Meeting held at Newtown Village Hall on 5th September 2018.**

**PRESENT** – Councillors C. Adams, A. Jordan, M. Ridley, M. Ogden, G. Beck and P. Storr.

**IN ATTENDANCE** – Clerk  
Councillor M. Bowman, Carlisle City Council  
Councillor J. Mallinson, Cumbria County Council

**68/18 APOLOGIES FOR ABSENCE**

**RESOLVED** to note apologies for absence were received from:-

Councillors Peart and Slack  
City Councillor Bainbridge

**69/18 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**70/18 DECLARATIONS OF INTEREST**

Councillors were invited to record their interests in the register.

**RESOLVED** to note that no declarations of interest were made.

**71/18 MINUTES**

**71/18.1 MINUTE OF THE MEETING HELD ON 4TH JULY 2018 WAS SUBMITTED.**

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 4th July 2018, confirmed as true and accurate record.

**72/18 POLICE ISSUES –**

**72/18.1 POLICE NEWSLETTER**

**RESOLVED** to note that the latest police newsletter had been circulated.

**RESOLVED** to note that Councillor Bowman would raise concerns about speeding in the parish at a meeting with the new PCSO.

**73/18 PUBLIC PARTICIPATION**

Councillor Ogden wished to thank Councillor Bowman for helping organise the recent litter pick in the parish. Names of volunteers would be passed to Councillor Adams for inclusion in the next newsletter. Councillor Ogden would inform Councillor Mallinson of the locations of road signs that have been left in the verges following resurfacing work on the A6071.

**RESOLVED** to note the information.

**74/18 REPRESENTATIVES' REPORTS**

**RESOLVED** to note that there were no representatives' reports.

**75/18 TOWN AND COUNTRY PLANNING - APPLICATIONS –**

Applications for planning consent were considered.

**RESOLVED** to advise the appropriate Planning Authority of the Council's comments as follows:-

**75/18.1 LAND ADJACENT TO PONDHOLME, IRTHINGTON (18/0584)** – Erection of 1 detached dwelling and stables without compliance with condition 2 imposed by planning permission 16/1007 to allow for erection of freestanding open car port and removal of existing detached garage

No observations.

**76/18 NOTIFICATION OF DECISIONS**

A report on the decisions of the appropriate planning authority on applications on which the Parish Council had previously been consulted was submitted.

**RESOLVED** to note the notification of decisions.

**77/18 FINANCIAL MATTERS****77/18.1 Bank Reconciliation to 14.8.18**

There was submitted a report by the Clerk on the reconciliation of the Council's financial records with its bank account statement.

**RESOLVED** to receive and note the bank reconciliation and balance to 14<sup>th</sup> August 2018 of £9,974.05.

**77/18.2 Approval of Expenditure**

**RESOLVED** to authorise the following expenditure for payment:-

- £519.19 A. Riddell – net wage to 07.09.18 (August & September)
- £74.10 M. Ridley – Hinge repairs from Laversdale timber for play area

**77/18.3 Monitoring report**

There was submitted a monitoring report on the Council's finances to 31<sup>st</sup> August 2018.

**RESOLVED** to note and approve the report.

**78/18 IRTHINGTON EDUCATION FOUNDATION**

A member of the public involved with the Irthington Educational Foundation (IEF) attended the meeting to give members background information on the IEF and ask that members give consideration as to the future of the funds.

**RESOLVED** to note the information received and that Councillor Mallinson would seek legal advice on the matter and report back at the next meeting.

**79/18 PLAY AREA**

**RESOLVED** to note that repairs to the hinges at the play area had been carried out and that funding for new goal posts had been received and the Clerk could go ahead and order 12' x 6' goal posts with nets and accessories.

**80/18 WWI MEMORIAL SEATS**

**RESOLVED** to note that work to the design of the memorial seats was still ongoing.

**81/18 BRIDLE PATHS AND FOOTPATHS –****81/18.1 BRIDLE PATHS**

Consideration was given to the response from the Footpath's Officer regarding BW119001 Laversdale to Irthington and U1109 Headswood to Cambeckhill.

**RESOLVED** to note that Councillor Ogden would investigate the matter further as consideration could be given to a claim being made on the path U1109 to be upgraded to a bridle path through long term use. The Clerk would forward to Councillor Ogden, the email for a previous footpaths officer who had erected the bridle path signs on U1109 which were now being taken down as it is not a bridle path.

**81/18.2 FOOTPATHS**

The Clerk had reported the poor state of the footpath and verge from Laversdale heading south of the village to the County Council highways department following a complaint from a resident.

**RESOLVED** to note that the verge had been trimmed and Councillor Storr would check whether the pavement surface had been cleared.

**82/18 CALC**

The following correspondence from CALC was received and noted:-

**82/18.1 CALC CIRCULAR** – September 2018

**82/18.2 ANNUAL GENERAL MEETING** – Email from S. Bagshaw

**82/18.3 CALC TRAINING** – Email from S. Hutchinson.

**82/18.4 COMMUNITY BEE AND BUTTERFLY PROJECT** – Email from S. Bagshaw.

**82/18.5 CARLISLE FUNDING FAIR** – Email from S. Bagshaw

**RESOLVED** that the Clerk would register Councillor Ridley to attend the morning session on 4<sup>th</sup> October 2018.

**82/18.6 2018 PUBLIC CONSULTATION SURVEY** – Email from S. Hutchinson.

**82/18.7 NORTH WEST COASTAL ACCESS UPDATE** – Email from S. Hutchinson.

**82/18.8 CALC SUBSCRIPTION REVIEW** – Letter from S. Bagshaw.

**RESOLVED** to note the proposed reduction from £225.00 to £179.58 next year.

**83/18 COUNCILLOR'S SURGERY**

**RESOLVED** that Councillor Adams would attend the surgery for October's meeting.

**84/18 CORRESPONDENCE RECEIVED BY THE CLERK.**

**RESOLVED** to note that the following correspondence had been received:-

**84/18.1 GARDEN ORGANIC** – Email from Emma Lynch, Cumbria Master Composter Project

**84/18.2 ELECTORAL REVIEW OF CARLISLE** – Email from The Boundary Commission.

**RESOLVED** that the Clerk would acknowledge the proposals.

**85/18 LITERATURE AVAILABLE FROM THE CLERK**

**NOTED** that the following literature is available from the Clerk for any interested Councillors:-

**85/18.1 NOTICE OF EXECUTIVE KEY DECISIONS** – 17<sup>th</sup> August 2018

**85/18.2 ACT GAZETTE** – Summer 2018



**86/18 AGENDA ITEMS FOR NEXT MEETING**

- Memorial seats – Councillor Ridley
- Registering of village green – Councillor Beck
- Irthington Education Foundation – Councillor Mallinson
- Airport Consultative Committee Meeting – Councillor Jordan

**RESOLVED** to note that any further agenda items for the next meeting should be submitted to the Clerk on or before 26<sup>th</sup> September 2018.

**87/18 DATE OF NEXT MEETING** - Wednesday 3rd October 2018, Newtown Village Hall, 7.30pm.