

IRTHINGTON PARISH COUNCIL

MINUTES of the ANNUAL MEETING of IRTHINGTON PARISH COUNCIL held VIRTUALLY on WEDNESDAY 5th MAY 2021 at 7.00pm.

PRESENT: Cllrs A. Jordan (Chairman), G. Beck, R. Peart, M. Ridley, H. Slack and P. Storr.

IN ATTENDANCE: Clerk
County Councillor J. Mallinson
City Councillor D. Shepherd

Prior to the start of the meeting, the Chairman requested the Council to observe a minute's silence in memory of the late Councillor, Mrs Margaret Ogden.

001/21 ELECTION OF CHAIRMAN

Councillor G. Beck, seconded by Councillor H. Slack, moved that Councillor A. Jordan be elected to the office of Chairman of the Council.

There were no other nominations.

RESOLVED unanimously to the election of A. Jordan as Chairman of the Council.

002/21 DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN

RESOLVED that Councillor Jordan would sign the Declaration of Acceptance of Office of Chairman of the Council in a safe manner within 7 days in the presence of the Clerk.

ACTION: AJ and Clerk

003/21 ELECTION OF VICE CHAIRMAN

Councillor M. Ridley, seconded by Councillor R. Peart, moved that Councillor G. Beck be elected to the office of Vice Chairman of the Council

There were no other nominations.

RESOLVED, unanimously, to the election of G. Beck as Vice Chairman of the Council.

004/21 APOLOGIES FOR ABSENCE

RESOLVED to note there were no apologies for absence.

005/21 REQUESTS FOR DISPENSATION

RESOLVED to note that no requests for dispensation were received.

006/21 DECLARATIONS OF INTEREST

RESOLVED to note there were no declarations of interest made.

007/21 MINUTES**007/21.1 MINUTE OF THE MEETING HELD ON 7TH APRIL 2021 WAS SUBMITTED.**

RESOLVED to authorise the Chairman to sign the minutes of the meeting held on 7th April 2021, confirmed as a true and accurate record.

ACTION: AJ

008/21 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:-

CARLISLE PARISH COUNCILS ASSOCIATION (CPCA)	Councillor M. Ridley
CPCA EXECUTIVE COMMITTEE	Councillor M. Ridley

009/21 STANDING ORDERS AND FINANCIAL REGULATIONS

RESOLVED to re-adopt standing orders and financial regulations with no amendments.

010/21 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.

011/21 INSURANCE

The insurance renewal quote from BHIB insurance for 2021/22 was submitted to the meeting.

RESOLVED to accept the quote in the sum of £361.39.

012/21 SUBSCRIPTIONS

Members reviewed the parish council's current subscriptions.

RESOLVED to:-

012/21.1 Renew the CALC subscription for 21/22 in the sum of £201.31, which was submitted to the meeting.

012/21.2 Renew the SLCC subscription, which is due later in the financial year, cost to be confirmed but approximately £30.00.

013/21 POLICY REVIEW

RESOLVED to note the core policies were reviewed with no amendments and were all available on the website.

014/21 GENERAL DATA PROTECTION REGULATIONS (GDPR)**014/21.1 DATA PROTECTION OFFICER (DPO)**

RESOLVED to appoint the Clerk as DPO for 2021/22.

014/21.2 GDPR POLICY REVIEW

RESOLVED to note that members reviewed and agreed the policies relating to GDPR with no amendments.

015/21 MEETING CALENDAR 2021/22

RESOLVED to agree the meeting calendar dates for 2021/22.

016/21 PUBLIC PARTICIPATION

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

RESOLVED to note that Councillor Shepherd had arranged a meeting with representatives from Cumbria and Lancashire CRC, Rivers Trust and Councillor Ridley to discuss the removal of Himalayan Balsam in the area.

017/21 REPRESENTATIVES' REPORTS

RESOLVED to note that there were no representatives' reports.

018/21 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:-

018/18.1 FIELD TO THE NORTH EAST OF THE HAWTHORNS, NEWTOWN (21/0341) – Siting of static caravan.

Comment – Could the caravan be obscured from the road.

ACTION: Clerk

018/21.2 NOTIFICATION OF DECISIONS

RESOLVED to note the report submitted by the Clerk, advising members of the decisions of the appropriate planning authority on applications on which the Parish Council has previously commented.

019/21 FINANCIAL MATTERS**019/21.1 BANK RECONCILIATION to 14.04.21**

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 14th April 2021 of £7,608.97.

019/21.2 EXPENDITURE TO APPROVE

RESOLVED to authorise the following expenditure for payment:-

Amount £	Payee	Detail	Cheque number
£243.28	A Riddell	Net wage to 07.05.21	100883
£440.00	R Farrimond	Grass cutting	100884
£50.00	J. Batey	Internal Audit	100885

019/21.3 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 31st March 2021. There was currently no projected spending under s137 for the current financial year.

019/21.4 INTERNAL AUDITOR

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

019/21.5 INTERNAL AUDITORS REPORT

RESOLVED to note the internal auditors report and that there were no matters of concern.

019/21.6 EXTERNAL AUDITOR Annual GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2021 AND EXEMPTION CERTIFICATE–

019/21.6.1 To consider the approval of the Annual Governance Statement for year ending 31st March 2021.

RESOLVED to approve the Annual Governance Statement for year ending 31st March 2021.

019/21.6.2 To consider the approval of the Statement of Accounts for year ending 31st March 2021.

RESOLVED to approve the Statement of Accounts for year ending 31st March 2021.

019/21.6.3 To authorise the Chairman to sign Sections 1 and 2 of the Annual Return for year ending 31st March 2021.

RESOLVED to authorise the Chairman to sign Sections 1 and 2 of the Annual Return for year ending 31st March 2021.

019/21.6.4 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 31st March 2021.

ACTION: Clerk and AJ

020/21 VILLAGE GREEN REGISTRATION

The Clerk read out an email from the Commons Registration Team.

RESOLVED that:-

020/21.1 The Clerk would search for the original registration plan submitted in 1968

020/21.2 If the original registration plan could not be found, the Clerk would seek legal advice

020/21.3 The Clerk would request a quote from the Councillors solicitors to carry out registration work relating to the areas of village green that have been missed from the register.

ACTION: Clerk

021/21 CALC

The following correspondence from CALC was received and noted:-

021/21.1 COASTAL ACCESS UPDATE

021/21.2 PREPARING FOR FACE TO FACE MEETINGS & NALC ONLINE EVENT

021/21.3 MHCLG ELECTRONIC COMMUNICATIONS INFRASTRUCTURE CONSULTATION

RESOLVED that members would respond individually to the consultation.

021/21.4 OPEN SPACES SOCIETY'S GRANT A GREEN CAMPAIGN

021/21.5 DCMS RURAL BROADBAND CONSULTATION

021/21.6 GREAT CUMBRIAN LITTER PICK

021/21.7 NALC RESPONSE TO GOVERNMENT CONSULTATION ON LGR

021/21.8 HIGH COURT JUDGEMENT ON VIRTUAL MEETINGS

021/21.9 CUMBRIA IN BLOOM AWARDS

RESOLVED to pay the entry fee for an interested local resident.

ACTION: Clerk

022/21 CORRESPONDENCE RECEIVED BY THE CLERK –

RESOLVED to note the following correspondence had been received: -

022/21.1 CARLISLE EDUCATION CHARITY – Email from Carlisle City Council.

ACTION: AJ to include in Chairman's newsletter

023/21 LITERATURE AVAILABLE FROM CLERK –

None to date

024/21 AGENDA ITEMS FOR NEXT MEETING

- **Village green registration**
- **Litter pick**

Any further items for consideration should be submitted to the Clerk on or before 26th May 2021.

025/21 DATE OF NEXT MEETING - Wednesday 2nd June 2021, Newtown Village Hall, 7.30pm. Please note that Covid-19 restrictions will be in place.

