

IRTHINGTON PARISH COUNCIL

Clerk: Allison Riddell
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2nd December 2022

Dear Councillor,

You are summoned to attend a meeting of **IRTHINGTON PARISH COUNCIL** that will be held in **NEWTOWN VILLAGE HALL**, on **WEDNESDAY 7th DECEMBER 2022**, at 7.30pm.

The meeting is open to the press and members of the public.

Please do not attend the meeting if you have Covid-19 symptoms.

Allison Riddell

AGENDA

1. APOLOGIES FOR ABSENCE

To receive apologies for absence and accept reasons for absence.

2. REQUESTS FOR DISPENSATIONS

The clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.

3. DECLARATIONS OF INTEREST

To receive declarations by elected and co-opted members of interests in respect of items on this agenda.

4. MINUTES

4.1 MINUTES OF THE MEETING HELD ON 2ND NOVEMBER 2022 - To authorise the Chairman to sign, as a correct record, the minutes of the meeting held on 2nd November 2022. (copy herewith)

5. PUBLIC PARTICIPATION SESSION

5.1 PUBLIC PARTICIPATION - To receive comments and representations from members of the public in relation to any item on the Agenda.

5.2 CITY AND COUNTY COUNCILLOR REPORTS – To receive reports if applicable.

6. REPRESENTATIVES' REPORTS

To receive reports by representatives on Outside Bodies.

7. TOWN AND COUNTRY PLANNING APPLICATIONS

To consider the following application:-

7.1 SEAT HILL FARM, LAVERSDALE LANE END, IRTHINGTON (22/0238) – Conversion of agricultural building to form 1 dwelling.

7.2 FORDLANDS FARM, HETHERSGILL (22/0841) – Change of use of part farmhouse to provide 1 letting unit.

(Copy available on Carlisle City Council website)

8. FINANCIAL MATTERS

- 8.1 **BANK RECONCILIATION TO 14.11.22** – To receive a report by the Clerk. (copy herewith)
- 8.2 **CLERK'S SALARY AWARD 2022-23** – To note a report from the Clerk. (copy herewith)
- 8.3 **EXPENDITURE TO APPROVE** – To approve the following schedule of payments:-

Amount £	Payee	Detail	Chq/DP
508.26	A Riddell	Net wage to 5.12.22	DP

- 8.4 **SAAA EXTERNAL AUDITOR APPOINTMENT** – To note that the appointed auditor for 2022-23 to 2026-27 for Irthington Parish Council is Moore.
- 8.5 **PRECEPT 2023/24** – To review the budget for 2023/24 and agree the precept. (Report to follow)

9. SPEEDWATCH

To receive an update.

10. PLATINUM JUBILEE MEMORABILIA

To consider how to deliver the remaining medals.

11. SAFETY SURFACING MATTING

To ratify the loan of safety surfacing matting to Irthington Primary School. Councillor Ridley to report.

12. COMMUNITY ASSET

To consider the information received regarding re-registering The Sally as a community asset. (Information circulated to members by email)

13. CALC

To note that all CALC emails have been circulated to members. Emails requiring a decision are as follows:-

- 13.1 **BOUNDARY COMMISSION REVIEW 2023** – To consider a response.

(Circulated to members by email)

14. CORRESPONDENCE RECEIVED BY THE CLERK

To note items of correspondence received since the last meeting and take actions as appropriate.

- 14.1 **NOTICE OF EXECUTIVE KEY DECISIONS 18/11/22** – Email from Carlisle City Council.

(Circulated to members by email)

15. AGENDA ITEMS FOR NEXT MEETING

To submit items for the next meeting and note that any further items for consideration should be submitted to the Clerk on or before 20th December 2022.

16. DATE OF NEXT MEETING

Wednesday 5th January 2023 – Newtown Village Hall, 7.30pm.

IRTHINGTON PARISH COUNCIL

MINUTES of the MEETING of IRTHINGTON PARISH COUNCIL held in NEWTOWN VILLAGE HALL on WEDNESDAY 2nd NOVEMBER 2022 at 7.30pm.

PRESENT: Cllrs A. Jordan (Chairman, in the Chair), M. Ridley, C. Robinson, H. Slack and P. Storr

IN ATTENDANCE: Clerk
County Councillor J. Mallinson
4 members of the public (left the meeting after item 82/22)

078/22 APOLOGIES FOR ABSENCE

RESOLVED to note City Councillor Pickstone gave his apologies.

079/22 REQUESTS FOR DISPENSATION

RESOLVED to note that no requests for dispensation were received.

080/22 DECLARATIONS OF INTEREST

RESOLVED to note there were no declarations of interest made.

081/22 MINUTES

081/22.1 MINUTES OF THE MEETING HELD ON 7TH SEPTEMBER 2022 WERE SUBMITTED.

RESOLVED to authorise the Chairman to sign the minutes of the meeting held on 7th September 2022, confirmed as a true and accurate record.

ACTION: AJ

082/22 PUBLIC PARTICIPATION

RESOLVED to note there were 4 members of the public in attendance who spoke at length about their concerns at the proposed change of use of 'The Sally', Irthington, to a bed and breakfast establishment.

RESOLVED to note there were no updates from City/County Councillors.

083/22 REPRESENTATIVES' REPORTS

083/22.1 SCRIBEFEST

RESOLVED to note the Clerk attended the free day event from Scribe (Account software providers) on 14th October 2022. Presentations on the following were made and available to members on request.

Duncan Baker - Keynote Speaker
John Fagan - The Future of Mobility
James MacCleary - Social Media to Engage Your Community
Mark Tomkins - A 5-Minute Masterclass in Website Accessibility
Fiona Anthony - Bullying, Law & The Code of Conduct
Ray Evans - An Improper Officer
Alison Dunn - Warm Spaces
Eleanor Greene - Updates to the Practitioner's Guide & Auditing
Eve Holt - Healthy Neighbourhoods
Eve Holt - Encouraging Women into the Local Gov Sector
Hannah Driver - Budgeting & Forecasting Top Tips

Richard Choksey - The Gardeniser
 Louise Baudet - Creatively Engaging Young People
 Beckie Whitehouse - Happiness, Inner Confidence & Stress Management

084/22 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:-

084/22.1 THE SALLY, IRTHINGTON (22/0758) – Change of use of public house to bed and breakfast establishment (including restaurant/bar for residents) with owners accommodation.

OBJECT - The Parish Council struggles to recognise a number of the points raised within the planning application in regards to the lack of support from the local community.

The overwhelming response from the members of the community within the village and the surrounding area, is to have a thriving and welcoming public house in Irthington.

After the planning officer requested further clarification of the above submitted response – the following was submitted:-

Further to your email requesting clarification on the PC's response - "*struggles to recognise a number of the points raised within the planning application in regards to the lack of support from the local community*", this basically came down to local residents and former users of the Salutation Inn, attending the PC meeting where the application was discussed, and others having contacted councillors prior to the meeting, stating that they all very much wanted to support the pub, but weren't made welcome.

Since the meeting, which was attended by members of the community to discuss the planning application, the Parish Council has been contacted by a further number of local community groups that no longer use The Sally (those who visit less frequently than in previous years and also those who have stopped going altogether). Their mutual grievance/complaint is the feeling that they have been discouraged from having meetings there or made to feel unwelcome by the proprietors. The Parish Council has not spoken to or had any correspondence with the proprietors of The Sally. However, the greatest concern for the Council is the potential loss of another focal point for the local community. We understand that peoples' habits have changed post-covid and businesses have had to adapt to these circumstances, but the dialogue that we have heard from local community groups and individual residents is that a situation is being portrayed in the planning application to 'fit the planning application' and is far from the actual sentiment and feeling on the ground. The overwhelming response is for The Sally to remain a Public House, and one in which members of the community feel welcome and comfortable, whether it be for business-related events (such as holding meetings there) or for social reasons.

084/22.2 WATTY'S FIELD, LAVERSDALE (22/0291) – Erection of 2 detached dwellings.

Members of Irthington Parish Council have no objection to the planning application in principle but would like to raise the following concerns:-

Excavation - confirmation that excavation of the site will be carried out (and monitored) to the correct depth so that the houses will not affect the visibility from nearby properties.

Construction hours - That they are limited to 8am to 6pm on weekdays and are not extended beyond this.

Access onto main road - members are still concerned at the speed limit of 60mph through Laversdale. Plot 1 exits onto a hill and near a bend in the road with vehicles travelling at speed. Are the visibility splays sufficient? Could highways be requested to review the speed limit in Laversdale for the safety of its residents.

ACTION: Clerk

085/22 NOTIFICATION OF DECISIONS

RESOLVED to note the report submitted by the Clerk advising members of the decision/s of the appropriate planning authority on application/s on which the Parish Council had previously commented.

086/22 FINANCIAL MATTERS**086/22.1 BANK RECONCILIATION to 14.10.22**

The Clerk submitted a report on the reconciliation of the Council's financial records with its bank account statements.

RESOLVED to receive and note the bank reconciliation and balance to 14th October 2022 of £13,431.97.

086/22.2 EXPENDITURE TO APPROVE

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

Amount £	Payee	Detail	Chq/DP
314.42	A Riddell	Net wage to 5.10.22 *	DP
235.60	HMRC	PAYE *	DP
24.00	Netwise	Website *	DP
314.22	A. Riddell	Net wage to 5.11.22	DP
8.00	HSBC	Charges	DP
18.00	Unity Bank	Charges	DP

086/22.3 MONITORING REPORT

RESOLVED to note the Monitoring report detailing the income and expenditure to 30th September 2022 against the budget.

086/22.4 PRECEPT 2023/24

RESOLVED to note that the following costs would be taken into consideration when preparing the budget for 2023/24:-

- Parish Council election costs
- Noticeboard refurbishment/renewal

087/22 SPEEDWATCH

RESOLVED to defer the item as Councillor Beck was not in attendance.

088/22 PLATINUM JUBILEE MEMORABILIA

RESOLVED to note that the bookmarks had been given to pupils at Irthington Primary School by Councillors Jordan and Ridley. Commemorative medals would be given out at the Senior Citizens Christmas Party, due to be held later in the month.

089/22 DARFT TRAINING AND DEVELOPMENT POLICY

RESOLVED to adopt the draft training and development policy after agreeing that the CiLCA qualification should be completed within 3 years of a Clerk being newly employed.

090/22 IRTHINGTON IN BLOOM

RESOLVED to note the following awards had recently been made:-

- Britain in Bloom – Irthington in Bloom - Silver Gilt
- Britain in Bloom – D. Poland – Young Champion's Award
- Cumbria In Bloom – Irthington in Bloom - Gold in the village category
- Cumbria in Bloom – Irthington Primary School - Silver Gilt
- Cumbria in Bloom – C. Davidson – Gold – Tourism category (self-catering)
- Cumbria in Bloom – C. Davidson – Gold Medal– Cumbria Tourist Board Chairman's Trophy
- Cumbria in Bloom – C. Davidson – Silver Gilt – Queen's Platinum Jubilee Special Award

091/22 CALC

RESOLVED to note that all CALC emails had been circulated to members, the following required a formal decision:-

091/22.1 DLUHC COMMITTEE FUNDING INQUIRY

RESOLVED to respond that the Parish Council had not been consulted by the District Authority, Carlisle City Council regarding levelling up funding.

092/22 CORRESPONDENCE RECEIVED BY THE CLERK –

RESOLVED to note the following correspondence had been received: -

092/22.1 HAYTON ESTATE WOODLAND CREATION CONSULTATION – Email from Edwin-Thompson.

RESOLVED – no observations.

092/22.2 NOTICE OF EXECUTIVE KEY DECISIONS 23/9/22 – Email from Carlisle City Council.

093/22 AGENDA ITEMS FOR NEXT MEETING

- Speedwatch
- Precept 2023/24

Any further items for consideration should be submitted to the Clerk on or before 30th November 2022.

094/22 DATE OF NEXT MEETING - Wednesday 7th December 2022, Newtown Village Hall, 7.30pm.

Meeting closed at 8.40pm.

IRTHINGTON PARISH COUNCIL

BANK RECONCILIATIONS AT 14th NOVEMBER 2022

HSBC ACCOUNT - 20476129

Balance b/f @ 14/10/22	10,107.38		
Income		Expenditure	8.00
		Balance c/f	10,099.38
	<u>10,107.38</u>		<u>10,107.38</u>

Bank Reconciliation
Balance per statement @ 14.11.22 10,099.38

Less o/s cheques
None

0.00

10,099.38

<u>Income</u> <u>Date</u>	<u>£</u>	<u>Expenditure</u> <u>Date</u>	<u>Detail</u>	<u>£</u>
	<u>0.00</u>	4.11.22	Charges	8.00
	<u>0.00</u>			<u>8.00</u>

UNITY BANK ACCOUNT - 20451590

Balance b/f at 30/09/22	3,324.59	Expenditure	1,364.24
Income	0.00	Balance c/f	1,960.35
	<u>3,324.59</u>		<u>3,324.59</u>

Bank Reconciliation
Balance per statement @ 07.11.22 1,960.35

Less o/s cheques

0.00

1,960.35

<u>Income</u> <u>Date</u>	<u>£</u>	<u>Expenditure</u> <u>Date</u>	<u>Detail</u>	<u>£</u>
	<u>0.00</u>	6.10.22	A Riddell	314.42
		6.10.22	HMRC	235.60
		6.10.22	Netwise	24.00
		6.10.22	R Farrimond	476.00
		7.11.22	A Riddell	314.22
	<u>0.00</u>			<u>1364.24</u>

Balance c/f - HSBC 10,099.38
Balance c/f - Unity 1,960.35
Total balance c/f 12,059.73

I certify that I have checked the above figures and am satisfied, to the best of my belief and knowledge, that they accurately represent the financial position of the Parish Council at the date indicated.

CONDITIONS OF SERVICE CLERK'S SALARY AWARD 2022-23

1. SUMMARY OF REPORT

This report advises of the recent pay award which has been agreed at the National Joint Council for Local Government Services (NJC) for the financial year 1st April 2022 to 31st March 2023.

2. RECOMMENDATIONS

That the Committee

2.1 **NOTES** the award; and

2.2 **AGREES** to its implementation.

3. REPORT

3.1 Parish Council staff are employed (as are the majority of local authority employees in Britain) on terms and conditions agreed by the National Joint Council for Local Government Services. These conditions are reviewed regularly and wage and salary rates are agreed annually and recommended by the NJC and Society of Local Council Clerks for implementation.

3.2 The wage and salary structure consists of a scale of wage/salary rates (known as the spinal column) and employees' wage/salary rates are determined by reference to points on this scale. For Parish Councils the scale for the salary of Clerks commences at spinal column point (scp) 5 and normally terminates at scp 62. The Parish Council has already determined that the salary scale applicable to the post of Clerk to the Parish Council is scp 17.

3.3 The spinal column points relate to an annual salary based on a 37 hour week and where a Clerk works for less this, the actual salary is calculated by reference to the hourly rate. Accordingly, the salary for the Clerk to this Parish Council, working a 7 hour week will be:-

Spinal Column Point	Annual Salary	Hourly Rate
17	£5,077.80	£13.95 (previously £12.95)

3.4 Whilst the Clerk's conditions of service specify that the salary shall be on the NJC Salary Scale scp 17 and the Clerk has a legal right to be remunerated on that scale, Members are, nevertheless, asked to approve implementation of the new rates.

