

IRTHINGTON PARISH COUNCIL

Clerk: Allison Riddell
Unit 2
The Old Brewery
Craw Hall
Brampton
CA8 1TR
Tel: 016977 3382

Email: irthingtonpc@gmail.com
<https://irthingtonpc.org.uk>

22nd 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 4th JANUARY 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 7TH DECEMBER 2022** - To authorise the Chairman to sign, as a correct record, the minutes of the meeting held on 7th December 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.
 - 5.3 **RENEWI UK** – To receive a report on recycling from Councillor Slack, an employee of Renewi UK.
6. **REPRESENTATIVES' REPORTS**
To receive reports by representatives on Outside Bodies.
7. **TOWN AND COUNTRY PLANNING APPLICATIONS**
To consider the following application:-
 - 7.1 **NEWBY MANOR, NEWBY EAST (22/0238)** – Variation of condition 2 (approved documents) of previously approved planning permission 21/0226 (erection of single storey extension to provide garden room; erection of stone wall to rear of property; refurbishment and modernisation of house (LBC)) to allow structural alterations.

(Copy available on Carlisle City Council website)

8. FINANCIAL MATTERS

8.1 BANK RECONCILIATION TO 14.12.22 – To receive a report by the Clerk. (copy herewith)

8.2 EXPENDITURE TO APPROVE – To approve the following schedule of payments:-

Amount £	Payee	Detail	Chq/DP
338.55	A Riddell	Net wage to 5.01.23	DP
197.95	HMRC	PAYE to 5.1.2023	DP
50.00	Parish News	Newsletter	DP

8.3 MONITORING REPORT – To receive a report by the Clerk (copy herewith)

9. SPEEDWATCH

To receive an update.

10. PLATINUM JUBILEE MEMORABILIA

To consider how to deliver the remaining medals.

11. COMMUNITY ASSET

To consider re-registering The Sally as a community asset.

12. TREE AND HEDGEROW PLANTING

To consider any additional tree/hedgerow planting.

13. CALC

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

None to date.

14. CORRESPONDENCE RECEIVED BY THE CLERK

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

None to date.

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 24th January 2023.

16. DATE OF NEXT MEETING

Wednesday 1st February 2023 – Newtown Village Hall, 7.30pm.

17. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 - To consider resolving, in terms of the Public Bodies (Admission to Meetings) Act 1960, that, in view of the confidential nature of the business to be transacted, (contract terms), it is advisable in the public interest that the public be temporarily excluded and that they be instructed to withdraw.

18. GRASS CUTTING TENDERS

To consider the tenders received for the grass cutting season 2023. Clerk to report at meeting.

IRTHINGTON PARISH COUNCIL

MINUTES of the MEETING of IRTHINGTON PARISH COUNCIL held in NEWTOWN VILLAGE HALL on WEDNESDAY 7th DECEMBER 2022 at 7.30pm.

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

IN ATTENDANCE: Clerk

095/22 APOLOGIES FOR ABSENCE

RESOLVED to note County Councillor Mallinson and City Councillor Pickstone gave their apologies.

096/22 REQUESTS FOR DISPENSATION

RESOLVED to note that no requests for dispensation were received.

097/22 DECLARATIONS OF INTEREST

RESOLVED to note there were no declarations of interest made.

098/22 MINUTES

098/22.1 MINUTES OF THE MEETING HELD ON 2ND NOVEMBER 2022 WERE SUBMITTED.

RESOLVED to authorise the Chairman to sign the minutes of the meeting held on 2nd November 2022, confirmed as a true and accurate record.

ACTION: AJ

099/22 PUBLIC PARTICIPATION

RESOLVED to note there were no members of the public in attendance.

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

100/22 REPRESENTATIVES' REPORTS

RESOLVED to note there were no reports.

101/22 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:-

101/22.1 SEAT HILL FARM, LAVERSDALE LANE END, IRTINGTON (22/0238) – Conversion of agricultural building to form 1 dwelling.

Comments –

- 1 - What was the need for the conversion - diversification or farm workers' dwelling?
- 2 - Application forms states 3 bedrooms but plans show 4

Planning officer confirmed that the application was not for a farm workers dwelling, but a redundant barn that was structurally sound, so falls under Policy HO6 which sets out circumstances where housing is allowed in the countryside. EC11 regarding rural diversification is more about economic activity.

The number of bedrooms query was not thought to have a material impact on the consideration of the application.

101/22.2 FORDLANDS FARM, HETHERSGILL (22/0841) – Change of use of part farmhouse to provide 1 letting unit.

No observations.

ACTION: Clerk

102/22 FINANCIAL MATTERS**102/22.1 BANK RECONCILIATION to 14.11.22**

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 November 2022 of £12,059.73.

102/22.2 CLERK'S SALARY AWARD

The Clerk submitted a report advising of the recent pay award which had been agreed at the National Joint Council for Local Government Services (NJC) for the financial year 1st April 2022 to 31st March 2023.

RESOLVED to note the award and agree to its implementation. The hourly rate for Clerk to Irthington Parish Council had been increased to £13.95.

102/22.3 EXPENDITURE TO APPROVE

RESOLVED to authorise the following expenditure for payment:-

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

102/22.4 SAAA EXTERNAL AUDITOR APPOINTMENT

RESOLVED to note that the appointed auditor for 2022-23 to 2026-27 for Irthington Parish Council was Moore.

102/22.5 PRECEPT 2023/24

RESOLVED that the precept for 2023/24 would be set at £12,097.00 to incorporate general increases in expenditure and costs for parish council elections in 2023.

This would equate to an increase of approximately 21p per week for a Band D property.

ACTION: Clerk

103/22 SPEEDWATCH

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

104/22 PLATINUM JUBILEE MEMORABILIA

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

105/22 SAFETY SURFACING MATTING

RESOLVED to note that Councillor Ridley had loaned Irthington Primary School some safety surfacing matting which would be returned in due course.

106/22 COMMUNITY ASSET

Consideration was given to information received relating to 'The Sally' being re-registered as a community asset.

RESOLVED that the Clerk would ask for clarification on re-registration from the City Council.

ACTION: Clerk

107/22 CALC

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

107/22.1 BOUNDARY COMMISSION REVIEW

RESOLVED to note that members had no comments.

108/22 CORRESPONDENCE RECEIVED BY THE CLERK –

RESOLVED to note the following correspondence had been received: -

108/22.2 NOTICE OF EXECUTIVE KEY DECISIONS 18/11/22 – Email from Carlisle City Council.

109/22 AGENDA ITEMS FOR NEXT MEETING

- Speedwatch
- The Sally – community asset registration
- Tree/hedgerow planting
- Jubilee memorabilia
- Report on recycling from Councillor Slack

Any further items for consideration should be submitted to the Clerk on or before 20th December 2022.

110/22 DATE OF NEXT MEETING - Wednesday 4th January 2023, Newtown Village Hall, 7.30pm.

Meeting closed at 8.00pm.

IRTHINGTON PARISH COUNCIL

BANK RECONCILIATIONS AT 14th DECEMBER 2022

HSBC ACCOUNT - 20476129

Balance b/f @ 14/11/22	10,099.38		
Income		Expenditure	8.00
		Balance c/f	10,091.38
	<u>10,099.38</u>		<u>10,099.38</u>

Bank Reconciliation			
Balance per statement @ 14.12.22		10,091.38	
Less o/s cheques			
None			
		0.00	
		<u>10,091.38</u>	

<u>Income</u>		<u>Expenditure</u>			
<u>Date</u>	£	<u>Date</u>	Charges	<u>Detail</u>	£
		5.12.22			8.00
	<u>0.00</u>				<u>8.00</u>

UNITY BANK ACCOUNT - 20451590

Balance b/f at 07/11/22	1,960.35	Expenditure	508.26
Income	0.00	Balance c/f	1,452.09
	<u>1,960.35</u>		<u>1,960.35</u>

Bank Reconciliation			
Balance per statement @ 14.12.22		1,452.09	
Less o/s cheques			
		0.00	
		<u>1,452.09</u>	

<u>Income</u>		<u>Expenditure</u>			
<u>Date</u>	£	<u>Date</u>		<u>Detail</u>	£
		7.12.22	A Riddell		508.26
	<u>0.00</u>				<u>508.26</u>

Balance c/f - HSBC	10,091.38
Balance c/f - Unity	1,452.09
Total balance c/f	<u>11,543.47</u>

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.

IRTHINGTON PARISH COUNCIL - Monitoring Report 2022-23

Income

	April	May	June	July	August	September	October	November	December	January	February	March	Total	Budget	Variance	NOTES
Precept	8586.00												8586.00	8,586.00	0.00	Received as requested Platinum Jubilee/fencing reps
City/County Council grants		500.00	250.00			2000.00							2750.00	0.00	2750.00	
Other grants													0.00	0.00	0.00	
Village Hall grants													0.00	0.00	0.00	
VAT													0.00	0.00	0.00	
	8586.00	500.00	250.00	0.00	0.00	2000.00	0.00	0.00	0.00	0.00	0.00	0.00	11,336.00	8,586.00	2,750.00	
Expenditure																
	April	May	June	July	August	September	October	November	December	January	February	March	Total	Budget	Variance	
Clerks wages/HMR&C	530.38	314.42	314.22	549.82		628.44	550.02	314.22	508.26	536.50			4246.28	4111.16	135.12	£2250 - fencing repairs
Village Hall grants													0.00	0.00	0.00	
Other grants													0.00	200.00	-200.00	
Grass cutting		476.00	476.00				476.00						1428.00	1400.00	28.00	
Insurance		398.62											398.62	425.00	-26.38	
adverts													0.00	0.00	0.00	
CALC & SLCC subs		214.18											214.18	240.00	-25.82	
Members & training													0.00	175.00	-175.00	
Hall hire													0.00	180.00	-180.00	
Audit Fees		55.00											55.00	50.00	5.00	
Admin costs													0.00	360.00	-360.00	
ICO							35.00						35.00	35.00	0.00	
Website						350.00		20.00					370.00	315.00	55.00	
Play area				2250.00									2250.00	550.00	1700.00	
Platinum Jubilee	437.72	490.00	132.99			150.00							1210.71	0.00	1210.71	
Blackgap													0.00	200.00	-200.00	
Bank charges	11.00	8.00	8.00	26.00	8.00	26.00	8.00	8.00	8.00				111.00	0.00	111.00	
Misc repairs						40.00							40.00	450.00	-410.00	
Assets													0.00	0.00	0.00	
Sub total	979.10	1956.22	931.21	2825.82	8.00	1194.44	1069.02	342.22	516.26	536.50	0.00	0.00	10,358.79	8,691.16	1667.63	
VAT		98.00	26.60			100.00		4.00								
Total	979.10	2,054.22	957.81	2,825.82	8.00	1,294.44	1,069.02	346.22	516.26	536.50	0.00	0.00	10,587.39	Total including VAT		