

IRTHINGTON PARISH COUNCIL

Clerk: Allison Riddell
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2nd June 2023

Dear Councillor,

You are summoned to attend a meeting of **IRTHINGTON PARISH COUNCIL** that will be held in **NEWTOWN VILLAGE HALL**, on **WEDNESDAY 7th JUNE 2023**, 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**
To authorise the Chairman to sign, as a correct record, the minutes of the meeting held on 17th May 2023. (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. (*Members of the public are permitted to speak on any Agenda item for up to 15 minutes. Those items not on the agenda will not be debated but referred, if appropriate, to the next meeting. Members of the public are not permitted to speak at any other time during the meeting unless invited to do so by the Chairman.*)
 - 5.2 **CUMBERLAND COUNCIL REPORT** – To receive a report from Councillor Mallinson.
6. **REPRESENTATIVES' REPORTS**
To receive reports by representatives on Outside Bodies.
7. **TOWN AND COUNTRY PLANNING APPLICATIONS**
To consider the following:-
 - 7.1 **STONE CROFT, 5 CHURCH CLOSE, IRTHINGTON (23/0009/TPO)** – Removal of 5 lime (linden) trees.
 - 7.2 **NEWBY MANOR, NEWBY EAST (23/0330)** – Variation of condition 2 (approved documents) of previously approved application 21/1022 (erection of replacement lean-to timber clad storage shed) to amend the size.

7.3 **NEWBY MANOR, NEWBY EAST (23/0331)** – Variation of condition 2 (approved documents) of previously approved application 21/1023 (erection of replacement lean-to timber clad storage shed LBC) to amend the size.

7.4 **RIGGSFIELD, LAVERSDALE LANE END, IRTHINGTON (23/0134)** – Proposed renewal of concrete yard; retrospective consent for creation of farm track.

8. NOTIFICATION OF DECISIONS

To note the following decisions by Cumberland Council on application/s on which the Parish Council has previously commented:-

- 23/0269 – Seat Hill Farm, Laversdale Lane End, Irthington – Roofing over existing muck midden
GRANTED

9. FINANCIAL MATTERS

9.1 **BANK RECONCILIATION TO 31.05.23** – To receive a report by the Clerk. (copy herewith)

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

Amount £	Payee	Detail	Chq/DP
338.55	A Riddell	Net wage to 5.06.23	DP

10. CORONATION TREE

To confirm the type and locations of tree/s to commemorate the coronation of King Charles III.

11. CARLISLE AIRPORT – USE OF LAND

To receive a report from Councillor Ridley and consider what action, if any, to be taken.

12. HIGHWAY ISSUES -

12.1 ROAD WORKS AT BELLMOUNT, LAVERSDALE

To receive information on work to the flooded road at Bellmount, Laversdale.

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 requiring a decision:-

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 28th June 2023.

16. DATE OF NEXT MEETING

Wednesday 5th July 2023, 7.30pm, Newtown Village Hall.

IRTHINGTON PARISH COUNCIL

MINUTES of the ANNUAL MEETING of IRTHINGTON PARISH COUNCIL held in NEWTOWN VILLAGE HALL on WEDNESDAY 17th MAY 2023 at 7.15pm.

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

IN ATTENDANCE: Clerk
Cumberland Councillor J. Mallinson

001/23 ELECTION OF CHAIRMAN

Councillor M. Ridley, seconded by Councillor G. Beck, 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.

002/23 DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN

RESOLVED to note that Councillor Jordan signed the Declaration of Acceptance of Office of Chairman of the Council.

003/23 ELECTION OF VICE CHAIRMAN

Councillor R. Armstrong, seconded by Councillor M. Ridley, 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.

004/23 APOLOGIES FOR ABSENCE

RESOLVED to note there were no apologies for absence.

005/23 REQUESTS FOR DISPENSATION

RESOLVED to note that no requests for dispensation were received.

006/23 DECLARATIONS OF INTEREST

RESOLVED to note there were no declarations of interest made.

007/23 MINUTES

RESOLVED to authorise the Chairman to sign the minutes of the meeting held on 5th April 2023, confirmed as a true and accurate record.

ACTION: AJ

008/23 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
NEWTOWN VILLAGE HALL COMMITTEE	Councillor G. Beck Councillor M. Ridley Councillor P. Storr

009/23 STANDING ORDERS AND FINANCIAL REGULATIONS

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

010/23 ASSETS

Members reviewed the assets held by the council.

RESOLVED that all assets were included in the asset register.

011/23 INSURANCE

The insurance renewal quote from BHIB insurance for 2023/24 was submitted and reviewed.

RESOLVED to accept the quote in the sum of £432.94 on year 2 of 3 deal to 2025.

012/23 SUBSCRIPTIONS

Members reviewed the Parish Council's current subscriptions.

RESOLVED to:-

012/23.1 Renew the CALC subscription for 2023/24 in the sum of £236.36.

012/23.2 Renew the SLCC subscription, which is due later in the financial year, cost to be confirmed but approximately £36.00.

013/23 POLICY REVIEW

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

014/23 GENERAL DATA PROTECTION REGULATIONS (GDPR)**014/23.2 GDPR POLICY REVIEW**

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

015/23 MEETING CALENDAR 2023/24

RESOLVED to agree the meeting calendar dates for 2023/24.

016/23 PUBLIC PARTICIPATION

RESOLVED to note that Councillor Ridley had queried business usage at Carlisle Airport. The planning department had requested photographs and Councillor Ridley would report further at the next meeting.

RESOLVED to note Cumberland Councillor Mallinson reported that the new unitary authority was running but there were still ongoing issues, the biggest being the highways department.

017/23 REPRESENTATIVES' REPORTS

RESOLVED to note there were no reports.

018/23 TOWN AND COUNTRY PLANNING -

Applications for planning consent were considered.

RESOLVED to advise Cumberland Council of the Parish Council's comments as follows:-

018/23.1 SEAT HILL FARM, LAVERSDALE LANE END, IRTHINGTON (23/0269) – Roofing over existing muck midden.

No observations.

018/23.2 CAMMAY COTAGE, LAVERSDALE LANE END, IRTHINGTON (23/0333) – Erection of single storey extension to provide 1 en-suite bedroom.

No observations.

ACTION: Clerk

019/23 FINANCIAL MATTERS**019/23.1 BANK RECONCILIATION to 30.04.23**

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 30th April 2023 of £21,231.24.

019/23.2 EXPENDITURE TO APPROVE

RESOLVED to authorise the following expenditure for payment:-

Amount £	Payee	Detail	Cheque No/DP
£338.55	A Riddell	Net wage to 05.05.23	DP
£499.60	R Farrimond	Grass cutting	DP
£200.00	R Farrimond	Play area	DP
£55.00	J. Batey	Internal Audit	DP

019/23.3 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 2023; there was currently no projected spending under s137 for the current financial year and the s137 spending limit had been set at £9.93 per elector for 2023/24.

019/23.4 INTERNAL AUDITOR

RESOLVED to appoint Mrs J. Batey MAAT as internal auditor for the 2023/24 financial year.

019/23.5 INTERNAL AUDITORS REPORT

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

019/23.6 EXTERNAL AUDITOR ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2022/23 AND EXEMPTION CERTIFICATE–

There were submitted Section 1, Annual Governance Statement, and 2, Statement of Accounts, of the Annual Return, Receipts and Payments Accounts, Balance Sheet, Variances, Supporting Notes and Notice of Public Rights for the year ended 31st March, 2023.

019/23.6.1 RESOLVED to approve the Annual Governance Statement for year ending 31st March 2023.

019/23.6.2 RESOLVED to approve the Statement of Accounts for year ending 31st March 2023.

019/23.6.3 RESOLVED to authorise the Chairman to sign Sections 1 and 2 of the Annual Return for year ending 31st March 2023.

019/23.6.4 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 2023.

019/23.6.5 RESOLVED to note that the notification of Public Rights & Publication of Unaudited Annual Governance & Accountability Return for accounts year ending 31st March 2023 as Monday 5th June to Friday 14th July 2023.

ACTION: Clerk and AJ

020/23 CORONATION TREE

RESOLVED to defer the matter to the next meeting.

021/23 HIGHWAYS ISSUES**021/23.1 ROAD WORKS AT BELLMOUNT, LAVERSDALE**

RESOLVED to note that Cumberland Councillor Mallinson would look into the matter further and report at the next meeting.

ACTION: JM

021/23.2 ROAD TRAFFIC ACCIDENTS ON A689

RESOLVED to note the email received from Cumbria Police detailing accident numbers and confirming that the whole stretch from the roundabout at Brampton to Linstock was due to be upgraded to average speed cameras with the work due to start imminently.

022/23 CALC

RESOLVED to note that all CALC emails had been circulated to members and that none required a formal decision.

023/23 CORRESPONDENCE RECEIVED BY THE CLERK –

RESOLVED to note all correspondence had been circulated to members and that none required a formal decision.

024/23 AGENDA ITEMS FOR NEXT MEETING

- **Coronation tree**
- **Carlisle Airport – use of land**
- **Highways – road works at Bellmount**

Any further items for consideration should be submitted to the Clerk on or before 31st May 2023.

025/23 DATE OF NEXT MEETING - Wednesday 7th June 2023, Newtown Village Hall, 7.30pm.

026/23 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

RESOLVED, in terms of the Public Bodies (Admission to Meetings) Act 1960, that, in view of the confidential nature of the business to be transacted, (quotations), it is advisable in the public interest that the public be temporarily excluded and that they be instructed to withdraw.

027/23 ASH DIEBACK

RESOLVED to accept the quote received for the removal of 4 trees with ash dieback from Lowther Tree Services in the sum of £500.00 (+ VAT).

Meeting closed at 8.00pm.

IRTHINGTON PARISH COUNCIL

BANK RECONCILIATION AT 31st MAY 2023

UNITY BANK ACCOUNT - 20451590

Balance b/f at 30/04/23	21,231.24	Expenditure	1,548.27
Income	0.00	Balance c/f	19,682.97
	<u>21,231.24</u>		<u>21,231.24</u>

Bank Reconciliation
 Balance per statement @ 31.05.23 19,682.97

Less o/s cheques
 None

0.00

19,682.97

Income		Expenditure		
Date	£	Date	Detail	£
		17.5.23	A Riddell	338.55
		17.5.23	R Farrimond	499.60
		17.5.23	R Farrimond	200.00
		17.5.23	J Batey	55.00
		17.5.23	BhiB	432.94
		17.5.23	CALC	22.18
	<u>0.00</u>			<u>1548.27</u>

Balance c/f - Unity 19,682.97
 Total balance c/f 19,682.97

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.