

**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:-

<b>CARLISLE PARISH COUNCILS ASSOCIATION (CPCA)</b>	Councillor M. Ridley
<b>CPCA EXECUTIVE COMMITTEE</b>	Councillor M. Ridley
<b>NEWTOWN VILLAGE HALL COMMITTEE</b>	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 30<sup>th</sup> 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 31<sup>st</sup> 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 31<sup>st</sup> March 2023.

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

**019/23.6.3 RESOLVED** to authorise the Chairman to sign Sections 1 and 2 of the Annual Return for year ending 31<sup>st</sup> 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 31<sup>st</sup> 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.