

KIRKLINTON PARISH COUNCIL

Minutes of a **VIRTUAL** meeting of Kirklington Parish Council held on **Tuesday 14 July 2020**.

Mike Jack announced that Mr Angus McCamish from Gilestown, Blackford had accepted the Parish Council's invitation to join the Council as a co-opted Member. Unfortunately, Mr McCamish was unable to join this meeting.

PRESENT

M Jack (Chairperson), I Armstrong, Mrs B Irving, D Allan, J Marston and Mrs N Spedding.

APOLOGIES

Councillor Val Tarbitt

REQUESTS FOR DISPENSATIONS

None.

DECLARATION OF INTERESTS

None.

MINUTES of the Meeting held on Tuesday 25 February 2020 were approved as a correct record and duly signed by the Chairperson.

MATTERS ARISING

(a) Play area – monthly inspections

Weekly Inspection Sheets were issued to the next Members on the rota.

(b) Play area – re-development project

The Chairperson reported that a large proportion of the remedial work had been completed but that some outstanding work still needed to be completed before the contractor could be paid.

(c) Play area – replacement of damaged seats on the Swingo Seats

The Clerk reported that an alternative seat material was not available for this piece of equipment. The cost of replacing the two seats would cost £119.62 excluding VAT.

It was agreed that new seats should be ordered and delivered to Mr Marston who would liaise with Mr Allan and M Jack as necessary.

(e) Play area - Re-opening the play area post the Corvid lockdown

Following the receipt of advice and guidance from CALC a Risk Assessment had been undertaken and approved by Members of the Parish Council. A Notice setting out the conditions under which the play area would be available to the public had been drafted by Mr Jack and posted on the gate to the play area as well as on the public notice board.

INCOME AND EXPENDITURE 2020/21

The Income and Expenditure position as at 14 July 2020 compared with the approved Budget was noted.

PAYMENTS, SUBSCRIPTIONS AND RECEIPTS

(a) The actions of the Clerk and Chairperson taken under delegated powers during the Corvid 19 pandemic to pay the following invoices were approved:

- (1) Insurance Premium – BHIB Insurance 2020/21 - **£303.87**
- (2) Annual Subscription to CALC for 2020/21 - **£136.71**
- (3) The Clerk's Salary (**£699.66**) & Expenses (**£68.63**) for 2019/20

(b) The following payment was approved subject to Mr Allan confirming that the work had been completed to the Parish Council's satisfaction:

- (1) Invoice from DGLM for groundwork in the play area - **£990.00**

(c) The following receipts were noted:

- (1) **£2400.00** Precept for 2019/20 from Carlisle City Council.

(d) A request from Kirklington with Hethersgill PCC for a grant towards cutting the grass in the churchyard was considered at some length. It was reported that the Parish Council had recently received some updated advice and guidance on the legal powers available to local councils regarding the support, financial or otherwise, that they can provide to Church buildings or land.

The advice from NALC (The National Association of Local Councils) concluded that whilst there was no consensus on this issue, a council that considers making a payment in these circumstances needed to consider whether it was prudent to take a course of action that it cannot be certain was legally valid.

Having received this advice the Parish Council decided that the request for a grant should be declined.

FINAL OUT-TURN 2019/20 AND AUDIT FOR THE YEAR ENDING 31 MARCH 2020

(1) Final Out-turn for 2019/20

A Statement showing the final out-turn in terms of Income and Expenditure set against the approved Budget was approved.

(2) Annual Internal Audit Report 2019/20

The Clerk confirmed that the Parish Council's Account had been audited by the Council's Internal Auditor, Mr K Stewart, who had completed and signed a Report to that effect. The Report was approved.

(3) Section 1 'Annual Governance Statement 2019/20' of the Annual Governance and Accountability Return 2019/20 Part 2

The Statements set out in the above document were each considered in turn, following which the Parish Council was able to respond to each in the affirmative. The Annual Governance Statement was approved and duly signed by the Chairperson and Clerk.

(4) Section 2 'Accounting Statements 2019/20'

The Accounting Statements based on the Final Out-turn figures were approved by the Parish Council and duly signed by the Chairperson and Clerk.

(5) Certificate of Exemption

It was agreed that the Parish Council should certify itself as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 and the Chairperson was authorised to sign the 'Certificate of Exemption'.

(6) Appointment of Internal Auditor for 2020/21

It was agreed that Mr K Stewart should be asked to act as the Parish Council's Internal Auditor for 2020/21.

PLANNING APPLICATIONS

(1) Application No: 20/0067 (Mr G Fisher)

Erection of open fronted log store with combined garden shed at Sunnyside, Smithfield, Kirklington, Carlisle.

The decision of the Planning Authority to grant permission was noted.

(2) Application No: 20/0380 (Mr & Mrs R A & K Wigham)

Erection of single storey extension to provide living room and 2no. bedrooms at Ash Cottage, Dykeside, Kirklington, Carlisle.

The observations of the Planning Sub-Committee were noted

(3) Application Reference No: 20/0010/TPO

Removal of 1no. cherry tree and reduction of 2no. cherry trees by 2-3 metres subject to TPO 151 at 4, Alstonby Court, Westlinton, Carlisle.

This application was noted

CORRESPONDENCE

A schedule of the correspondence received since the last meeting was noted

DATE OF NEXT MEETING - Tuesday 22 September 2020

The Clerk reported that at this point in time it was still uncertain whether or not this meeting could be 'face to face' or whether another virtual meeting would be necessary.

If a 'face to face' meeting was possible it was uncertain whether or not the meeting could be held in the school. In this event, the Clerk was authorised to make enquiries of both Scaleby and Hethersgill Parish Hall Committees with a view to holding meeting elsewhere.

CORRESPONDENCE received since the last meeting

1. CUMBRIA ASSOCIATION OF LOCAL COUNCILS

- County Circulars – April/May 2020
- Training opportunities

2. CARLISLE CITY COUNCIL

- City Council Meetings Minutes
- Village Hall Grant Scheme

3. OTHER

- Cumbria in Bloom Update