

## KIRKANDREWS ON ESK PARISH COUNCIL

**MINUTES** of a **VIRTUAL MEETING** of **KIRKANDREWS ON ESK PARISH COUNCIL** held on **MONDAY 18th JANUARY 2021** at **7.00pm**.

**Present:** Cllrs W. Bundred (Chairman), S. Richardson, Z. Armstrong and A. Hill.

**In Attendance:** Clerk  
City Councillor J. Mallinson (from item 086/20.1)  
1 member of the public

Action

<b>075/20</b>	<p><b>APOLOGIES FOR ABSENCE</b></p> <p><b>RESOLVED</b> to note that apologies for absence were received and agreed from:-</p> <p>Councillors P. Armstrong, L. Cragg, J. Rutherford and D. Wilson. City Councillor D. Shepherd.</p>	
<b>076/20</b>	<p><b>REQUESTS FOR DISPENSATION</b></p> <p><b>RESOLVED</b> to note that no requests for dispensation were received.</p>	
<b>077/20</b>	<p><b>DECLARATIONS OF INTEREST</b></p> <p><b>RESOLVED</b> to note that the following declarations of interest were made:-</p> <p>Councillor Z. Armstrong declared a non-pecuniary interest in item 087/20.1 Councillor S. Richardson declared a non-pecuniary interest in item 086/20</p>	
<b>078/20</b>	<p><b>MINUTES</b></p> <p><b>MINUTES OF THE MEETING HELD ON 9<sup>TH</sup> NOVEMBER 2020 WERE SUBMITTED.</b></p> <p><b>RESOLVED</b> to authorise the Chairman to sign the minutes of the meeting held on 9<sup>th</sup> November 2020, confirmed as a true and accurate record. Minutes would be signed at the next face to face meeting.</p>	<b>WB</b>
<b>079/20</b>	<p><b>PUBLIC PARTICIPATION</b></p> <p><b>RESOLVED</b> to note that the member of the public in attendance wanted it to be recorded that they did not agree that it was a resident that had made a complaint under min 059/20 recorded at the previous meeting. NB: The member of the public had not been in attendance at the previous meeting.</p> <p><b>CITY AND COUNTY COUNCILLOR REPORTS</b></p> <p><b>RESOLVED</b> to note that there were no reports submitted from City or County Councillors.</p>	
<b>080/20</b>	<p><b>TOWN AND COUNTRY PLANNING –</b></p> <p><b>RESOLVED</b> to note there were no applications to consider.</p>	
<b>081/20</b>	<p><b>NOTIFICATION OF DECISIONS</b></p> <p><b>RESOLVED</b> to note the report submitted by the Clerk advising members of the decisions of the appropriate planning authority on applications on which the Parish Council had previously commented.</p>	

(Signed) Chairman .....  
Date .....

**082/20 FINANCIAL MATTERS -****082/20.1 BANK RECONCILIATION TO 28.12.20**

There was submitted a report by the Clerk 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 28th December 2020 of £21,721.86.

**082/20.2 EXPENDITURE TO APPROVE**

There was submitted a report by the Clerk detailing expenditure to approve.

**RESOLVED** to authorise payment of the expenditure listed below amounting to £816.00.

Amount £	Payee	Detail	Cheque number
£537.60	A Riddell	Net wage to 27.01.21	101005
£218.40	HMR&C	PAYE	101006
£60.00	City Of Carlisle	Play area inspection	101007

**083/20 MATTERS TO BE RAISED BY COUNCILLORS**

Councillors were given the opportunity to raise any unforeseen matters, with the consent of the Chair, that did not require a decision.

**RESOLVED** to note that members were still concerned at the fly tipping at Blackbank Wood.

**084/20 RISK ASSESSMENT**

Members considered the draft risk assessment submitted by the Clerk.

**RESOLVED**, after discussion, to approve the risk assessment for 2020/21.

**085/20 POLICY REVIEW**

**RESOLVED** to note that the following policies were reviewed with no amendments:-

- Publications Policy
- Accessibility Statement
- Privacy Policy
- Standing Orders
- Financial Regulations
- Retention Policy
- Freedom of Information Policy
- Data Protection Policy
- Media and Press Policy
- Complaints Procedure
- Health and Safety Policy
- Equality and Diversity Policy/Statement
- Equal Opportunities Policy
- Fraud/Corruption Detection and Prevention Policy

(Signed) Chairman .....  
Date .....

086/20	<p><b>MOAT PLAY AREA ANNUAL INSPECTION REPORT</b></p> <p><b>RESOLVED</b> to note the report received and that the Clerk would request quotes for the small amount of remedial work required and a replacement stile for the area behind the football nets.</p>	Clerk
087/20	<p><b>MOD RESPONSE TO THE FOLLOWING ITEMS:-</b></p> <p><b>087/20.1 LAND AVAILABILITY FOR PLAY AREA</b></p> <p><b>RESOLVED</b> to note that the response received was vague and hadn't mentioned Blackbank/Rosetrees Lane but rather Greenmill, therefore the Clerk would write to the MOD requesting clarification and would confirm that any ongoing responsibility for a play area at Blackbank/Rosetrees Lane would be that of the Parish Council and not the local residents association.</p> <p><b>087/20.2 GREENMILL DITCH</b></p> <p><b>RESOLVED</b>, after discussion, that as the matter was ongoing and the ditch was still flooding and causing problems for adjacent landowners and properties, that the Clerk would write to the local MP, the MOD and the Lead Local Flood Authority (County Council) requesting some sort of action be taken.</p>	Clerk
088/20	<p><b>SUPERFAST BROADBAND</b></p> <p><b>RESOLVED</b> to note that Councillor Bundred had nothing to report for this meeting.</p>	
089/20	<p><b>SPEED INDICATION DEVICES</b></p> <p><b>RESOLVED</b> that the Clerk would contact the County Council to try and progress the matter. Site visits were difficult under current Covid-19 restrictions.</p>	Clerk
090/20	<p><b>CALC</b></p> <p><b>RESOLVED</b> that the following correspondence from CALC was received and noted:-</p> <p><b>090/20.1 CALC NEWSLETTER – November/December 2020</b></p> <p><b>090/20.2 UPDATE RE LOCAL GOVERNMENT REORGANISATION</b></p> <p><b>090/20.3 DEVELOPING YOUR SKILLS PROGRAMME</b></p> <p><b>090/20.4 LTN 57 (Easements over common land and village greens)</b></p> <p><b>090/20.5 CLIMATE AND ECOLOGICAL EMERGENCY BILL</b></p> <p><b>090/20.6 NALC LEGAL UPDATE</b></p> <p><b>090/20.7 LOCAL GOVERNMENT REFORM</b></p> <p><b>090/20.8 CARLISLE WINTER RESILIENCE EVENT</b></p>	
091/20	<p><b>CORRESPONDENCE RECEIVED BY THE CLERK</b></p> <p><b>RESOLVED</b> to note the following correspondence had been received: -</p> <p><b>091/20.1 PUBLIC SPACE PROTECTION ORDER (No. 1) 2021 – Letter from Carlisle City Council.</b></p> <p><b>091/20.2 HUNTING FOR CUMBRIA'S HARVEST MICE – Email from Marketing Manager, Cumbria Biodiversity Data Centre.</b></p> <p><b>RESOLVED</b> to note that members would report any sightings.</p>	

(Signed) Chairman  
Date

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**091/20.3 COMPLETE THE BORDERS RAILWAY** – Email from Campaign for Borders Rail.

**RESOLVED** to note that Councillor Bundred reported that nothing specific had been detailed as to where the line would run through the parish other than use of the MOD line would not be given.

**092/20 LITERATURE AVAILABLE FROM CLERK –**

**RESOLVED** to note the following literature was available from the Clerk:-

**092/20.1 NOTICE OF EXECUTIVE KEY DECISIONS** – 8th January 2021.

**093/20 AGENDA ITEMS FOR THE NEXT MEETING**

**RESOLVED** to note that agenda items for the next meeting should be submitted by 1<sup>st</sup> March 2021.

**094/20 DATE OF NEXT MEETING** - To confirm that the next virtual meeting will be held on Monday 8th March 2021 at 7.00pm and will be called by electronic summons unless there are changes to the Covid-19 regulations permitting public gatherings.

**095/20 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.

**096/20 GRASS CUTTING 2021 CONTRACT**

The Clerk reported on the tenders received for the 2021 grass cutting contract.

**RESOLVED** unanimously to accept the quote submitted by W. Carruthers in the sum of £930.00.

Meeting closed at 7.55pm.

(Signed) Chairman  
Date

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**KIRKANDREWS ON ESK PARISH COUNCIL**  
**BANK RECONCILIATION AT 29th JANUARY 2021**

**Barclays Community Account - 40548464**

Balance b/f at 30/12/20	20,931.59		
Income	0.00	Expenditure	816.00
		Balance c/f	20,115.59
	<u>20,931.59</u>		<u>20,931.59</u>

**Bank Reconciliation**

**Balance per statement @ 29.01.21** 20,393.99

**Less o/s cheques**

HMR&C	101006	218.40	
City of Carlisle	101007	60.00	
		<u>278.40</u>	
		<u>20,115.59</u>	

<u>Income</u>	<u>£</u>	<u>Expenditure</u>	<u>£</u>
<u>Date</u>		<u>Date</u>	<u>Detail</u>
		18.1.21	A Riddell
		18.1.21	HMR&C
		18.1.21	City of Carlisle
	<u>0.00</u>		<u>816.00</u>

**Barclays Business Saver Account - 40548472 -**

Balance b/f at 30/12/20	790.27		
Interest rec'd		Expenditure	0.00
		Balance c/f	790.27
	<u>790.27</u>		<u>790.27</u>

**BANK BALANCES**

	<u>B/F</u>		<u>C/F</u>
Community Account - 40548464	20,931.59		20,115.59
Business Saver Account - 40548472	790.27		790.27
	<u>£ 21,721.86</u>		<u>£ 20,905.86</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 end of the month indicated.

Kirkandrews on Esk Parish Council - Monitoring Report 2020-21

**Income**

	April	May	June	July	August	September	October	November	December	January	February	March	Total	Budget	Variance	NOTES
Precept	8076.00												8076.00	8,076.00	0.00	
City Council grants													0.00	0.00	0.00	
County Council grants							1500.00						1500.00	0.00	1500.00	From Auction Mart towards bus shelters
Other grants			5279.35										5279.35	5,000.00	279.35	Slight increase on budgeted amount
CCF - community pot money													0.00	0.00	0.00	
Grantscape													0.00	0.00	0.00	
Village Hall grants			0.21			0.11			0.02				0.34	1.56	-1.22	
Interest Received													70.00	0.00	70.00	
VAT	70.00															
	<b>8146.00</b>	<b>0.00</b>	<b>5279.56</b>	<b>0.00</b>	<b>0.00</b>	<b>0.11</b>	<b>1500.00</b>	<b>0.00</b>	<b>0.02</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>14,925.69</b>	<b>13,077.56</b>	<b>1,848.13</b>	

**Expenditure**

	April	May	June	July	August	September	October	November	December	January	February	March	Total	Budget	Variance	NOTES
Clerks wages/HMR&C			523.12	661.52		851.23		604.80		756.00		823.20	4219.87	4331.60	-111.73	
Village Hall grants/donations													0.00	250.00	-250.00	
Grants from BB comm pot	1000.00		2000.00										3000.00	5000.00	-2000.00	Donations to foodbank from previous years remaining balance
SID maintenance								930.00					930.00	930.00	0.00	
Grass cutting													310.76	350.00	-39.24	
Insurance			310.76										0.00	0.00	0.00	
adverts												38.06	189.31	200.00	-10.69	
CALC & SLCC subs			151.25										0.00	100.00	-100.00	
Members & training													0.00	120.00	-120.00	
Hall hire													275.00	375.00	-100.00	
Audit Fees			75.00			200.00							199.24	325.00	-125.76	
Admin/newsletter costs						20.00							35.00	35.00	0.00	
ICO							35.00						6.88	200.00	-193.12	
Website						6.88							0.00	0.00	0.00	
Burial ground maintenance													0.00	250.00	-250.00	
Bus shelter maintenance													0.00	50.00	-50.00	
Cairn near churchyard													0.00	500.00	-500.00	
Tree risk assessment/maintenance													0.00	150.00	-150.00	
Misc repairs								23.00					23.00	23.00	0.00	Puppy wreath
s137						8700.00							8700.00	0.00	8700.00	2 x bus shelters at Townfoot
Assets													0.00	0.00	0.00	
Superfast Broadband Projects										50.00			50.00	500.00	-450.00	
Play area													0.00	0.00	0.00	
Special Projects													0.00	0.00	0.00	
Sub total	<b>1000.00</b>	<b>0.00</b>	<b>3080.13</b>	<b>661.52</b>	<b>0.00</b>	<b>9778.11</b>	<b>35.00</b>	<b>1557.80</b>	<b>0.00</b>	<b>806.00</b>	<b>0.00</b>	<b>1040.50</b>	<b>17,939.06</b>	<b>13,989.60</b>	<b>3949.46</b>	
VAT						1,781.38				10.00						
Total	<b>1,000.00</b>	<b>0.00</b>	<b>3,080.13</b>	<b>661.52</b>	<b>0.00</b>	<b>11,559.49</b>	<b>35.00</b>	<b>1,557.80</b>	<b>0.00</b>	<b>816.00</b>	<b>0.00</b>	<b>1,040.50</b>	<b>19,730.44</b>	Total including VAT		

## KIRKANDREWS ON ESK PARISH COUNCIL

### APPLICATION FOR FINANCIAL ASSISTANCE

**ORGANISATION**

Name of Organisation	Moat Village Centre		
Details of Contact Person	Name: [REDACTED] Address: [REDACTED] Email: [REDACTED] Tel No Day: [REDACTED]      Tel No Evening: [REDACTED]		
Purpose of organisation	Provision of meeting place for public and business meetings and social events.		
Current Membership	Adults	Juniors	% of membership resident in Kirkandrews on Esk parish parish

**PROJECT**

Details of the project in respect of which this application is made	Sixty new chairs. Replacement of old and worn chairs within the Hall. This is number is our full concert style seating capacity.		
Total cost or estimated total cost	<b>£2,285.00</b>	Amount of grant requested	<b>£1,000.00</b>

**FINANCIAL INFORMATION**

Organisation's Current Balance	<b>£7,244.78</b>	Surplus or deficit for previous financial year	<b>£ NIL</b>
Funding available from own resources	<b>£1,285.00</b>		
Details of funding available from other sources or already obtained	None		
Details of applications for funding made but not included in above	None.		

Please include the following information and any include any additional details which may support your application	<ul style="list-style-type: none"> <li>The constitution or rules of your organisation/group (not required for registered charities)</li> <li>The most recent annual accounts of your organisation/group</li> <li>Bank statement from the last month from all accounts of the organisation/group</li> <li>Quotes (if purchasing items you must provide quotes from at least two different sources)</li> </ul>
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