

KIRKANDREWS ON ESK PARISH COUNCIL

Clerk: Allison Riddell

Unit 2

The Old Brewery

Craw Hall

Brampton

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8th March 2023

Dear Councillor,

You are summoned to a Meeting of **KIRKANDREWS ON ESK PARISH COUNCIL** that will be held in **MOAT VILLAGE HALL** on **MONDAY 13th MARCH 2023** at 7.30pm.

The meeting is open to 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 9TH JANUARY 2023** - To authorise the Chairman to sign, as a correct record, the minutes of the meeting held on 9th January 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 **CITY AND COUNTY COUNCILLOR REPORTS** – To receive reports, if applicable.
6. **REPRESENTATIVES' REPORTS**
To receive reports by representatives on Outside Bodies.

7. TOWN AND COUNTRY PLANNING APPLICATIONS

To consider the following application/s:-

- 7.1 FRANKSTOWN, LONGTOWN (23/0127)** – construction of a new slurry lagoon, protective fence and access track.

(Information available on Carlisle City Council website)

8. NOTIFICATION OF DECISIONS

To note the following decision/s made by the appropriate planning authority:-

- 8.1 MOD LONGTOWN, LONGTOWN (22/0670)** – Engineering works and erection of 1 warehouse unit (with ancillary office) with associated vehicular access (from internal estate road), parking, service yard, landscaping and boundary treatment.

GRANTED – subject to conditions relating to commencement of development, approved documents, construction surface water management plan, validation of remedial works, measures/design features to deal with pests and gulls, protected species, lighting, landscaping scheme, noise and flood risk assessment.

9. FINANCIAL MATTERS

- 9.1 BANK RECONCILIATION TO 27.02.23** – To receive a report by the Clerk. (copy To follow)

- 9.2 EXPENDITURE TO APPROVE** – Schedule of payments below

Amount	Payee	Detail	Cheque number
£704.89	A Riddell	Net wage to 31.03.23	101065
£259.20	Jon Stynes Design	Bus shelter repairs	101066
£222.24	Brampton PC	Copier/stny/SLCC	101067
£65.40	Carlisle City Council	Play area inspection	101068
£22.00	J Robb	Bus shelter cleaning	101069

- 9.3 COMMUNITY POT GRANT REQUESTS** – To consider the following request:-

- 9.3.1 FRIENDS OF KIRKANDREWS CHURCH-** Request for the repair of the graveyard wall to be reconsidered. (Councillor Bundred to report on correspondence with Cumbria Community Foundation.)

10. RISK ASSESSMENT

To review and agree the annual risk assessment. (Report to follow)

11. SPEED INDICATION DEVICE (SID)

To receive an update on the devices at Moat. Councillor Bundred to report.

12. OWNERSHIP OF GRASSED AREAS ADJACENT TO MOAT VILLAGE HALL

To receive an update from Councillor Richardson and consider any action required by the Parish Council.

13. CORONATION EVENT

To consider the costings received for embossed water bottles. Clerk to report.

14. PLACEMENT OF SEATS

To confirm the siting of Platinum Jubilee and memorial seating for Queen Elizabeth II.

15. MOAT PLAY AREA

15.1 ANNUAL PLAY AREA INSPECTION REPORT – To note the annual inspection report and agree any required repairs. (Report circulated to members by email)

15.2 WEEKLY PLAY AREA INSPECTIONS – To consider responsibility for undertaking the weekly play area inspections in order to comply with the Council's insurers.

16. CLERK'S REPORT

To note a report from the Clerk. (To follow)

17. CALC

To note that all CALC emails have been circulated to members. Any emails requiring a decision are listed below:-

None at time of agenda publication.

18. CORRESPONDENCE RECEIVED BY THE CLERK

To note items of correspondence received since the last meeting and take actions as appropriate. (circulated prior to the meeting by email unless otherwise indicated)

None at time of agenda publication.

19. 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 8th May 2023.

20. DATE OF NEXT MEETING

Monday 15th May 2023 – Moat Village Hall, 7.30pm.

Please note this will include the Annual Parish Meeting and the Annual Meeting of the Parish Council.

KIRKANDREWS ON ESK PARISH COUNCIL

MINUTES of the MEETING of KIRKANDREWS ON ESK PARISH COUNCIL held in MOAT VILLAGE HALL on MONDAY 9th JANUARY 2023 at 7.30pm.

PRESENT: Cllrs W. Bundred (Chairman), P. Armstrong, Z. Armstrong, S. Richardson and D. Wilson.

IN ATTENDANCE: Clerk
City Councillor J. Mallinson

083/22 APOLOGIES FOR ABSENCE

RESOLVED to note apologies for absence were received and agreed from Councillors Cragg and Wallis.
County Councillor Pickstone also submitted apologies.

084/22 REQUESTS FOR DISPENSATION

RESOLVED to note that no requests for dispensation were received.

085/22 DECLARATIONS OF INTEREST

RESOLVED to note the following declarations of interest were made:-

Councillor Richardson declared a non-pecuniary interest in item 094/22

Councillor Bundred declared a non-pecuniary interest in item 091/22.4

086/22 MINUTES

086/22.1 MINUTES OF THE MEETING HELD ON 14TH NOVEMBER 2022 WAS SUBMITTED.

RESOLVED to authorise the Chairman to sign the minutes of the meeting held on 14th November 2022, confirmed as a true and accurate record.

ACTION: WB

087/22 PUBLIC PARTICIPATION –

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

RESOLVED to note that County Councillor Pickstone reported that he still had not received an answer regarding a review of a Speed Indication Device (SID) being installed on the A7 approaching Longtown from Kirkandrews on Esk parish, but would hopefully be able to report at the next meeting. Councillor Pickstone was also in correspondence with the police regarding the recent fatal accident on the Netherby Road to see if anything could be done relating to traffic safety that might have helped.

088/22 REPRESENTATIVES' REPORTS

088/22.2 LONGTOWN DEVELOPMENT TEAM/ LONGTOWN STRATEGIC PLAN

RESOLVED to note that Councillor Bundred had attended meetings on 17/12/22, 12/12/22 and 20/12/22 but that there was no real progress to report. A suggestion had been made for a footpath/cycle path from Gretna to Longtown.

Signed (Chairman).....

Date.....

089/22 TOWN AND COUNTRY PLANNING – APPLICATIONS –

RESOLVED to ratify the following applications:-

089/22.1 HIGH PLAINS FARM, LONGTOWN (22/0936) – Demolition of existing stone barn; erection of replacement agricultural shed; re-grading of adjacent farmyard area (revised application)

No observations.

089/22.2 BUSH ON ESK CROSSING COTTAGE, LONGTOWN (22/0823) – Demolition of existing extension on south elevation; erection of replacement single storey extension to provide kitchen/diner; erection of open porch to north elevation; erection of detached outbuilding to provide garaging, utility room and store

No observations.

090/22 NOTIFICATION OF DECISIONS

RESOLVED to note the report submitted by the Clerk advising members of the decision of the appropriate planning authority on an application which the Parish Council had previously commented.

091/22 FINANCIAL MATTERS**091/22.1 BANK RECONCILIATION to 28.12.22**

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 balances to 28th December 2022 of £21,479.09.

091/22.2 EXPENDITURE TO APPROVE

RESOLVED to authorise the following expenditure for payment:-

- | | | |
|-----------|-----------------------------------|------------------------|
| • £641.40 | A. Riddell – net wage to 31.01.22 | – cheque number 101061 |
| • £260.60 | HMRC – PAYE | – cheque number 101062 |
| • £30.00 | CALC – training | – cheque number 101063 |

091/22.3 MONITORING REPORT

RESOLVED to note the quarterly monitoring report submitted by the Clerk.

091/22.4 COMMUNITY POT GRANT REQUEST – FRIENDS OF KIRKANDREWS ON ESK CHURCH

Following the Chairman contacting Cumbria Community Foundation and being given differing information to that previously given to the Clerk on funding for churches; members re-considered the grant request for Friends of Kirkandrews on Esk Church for the purchase of outdoor tables.

The previous information given was that funding could only be given to a church for purchases that would be used by other community groups in a room or hall that was part of the church. As Kirkandrews on Esk Church does not have a church hall or community room and the outdoor tables were not for the use of other community groups the initial request was refused. The revised information from Cumbria Community Foundation was that tables for community events could be funded.

RESOLVED, with one abstention, to agree the funding of outdoor tables in the sum of £703.20 for Friends of Kirkandrews on Esk Church.

Signed (Chairman).....

Date.....

092/22 SPEED INDICATION DEVICE (SID)

RESOLVED to note that the installation of the SID's at Moat had been completed by Cumbria County Council, however, the devices were currently not working.

RESOLVED to note that Councillor Bundred would chase Cumbria County Council for the installation instructions as the SID's were the responsibility of the Parish Council. Any shortfall on installation costs would be taken from community pot funding.

ACTION: WB

093/22 BUS SHELTERS AT BLACKBANK

RESOLVED not to go ahead with etching on the replacement perspex. Clerk to order the replacement panes as soon as possible.

ACTION: Clerk

094/22 GRASS CUTTING AT MOAT VILLAGE HALL

RESOLVED not to accept the offer of £200.00 from Moat Village Hall Committee towards the cost of grass cutting for the 2023 season but request that the Hall Committee pursues the matter of ownership with Riverside.

ACTION: SR

095/22 WALL AT JUNCTION 45

RESOLVED to note that the work (cutting back vegetation) had been carried out and that the Clerk was instructed to write to Highways England and request that the work should be included in an annual programme of works.

ACTION: Clerk

096/22 CORONATION EVENT

Members considered commemorative items to celebrate the upcoming coronation of King Charles III and the placement of a previously agreed plaque for the Queen's Green Canopy on the cairn.

096/22.1 RESOLVED to investigate costings for embossed water bottles.

096/22.2 RESOLVED that Councillor Wilson would contact a local stonemason to prepare the cairn for the installation of a plaque. The Clerk would email Councillors Bundred and Wilson with details of the agreed plaque.

ACTION: Clerk/WB/DW

097/22 PLACEMENT OF SEATS

Members considered the siting of Platinum Jubilee and memorial seating for Queen Elizabeth II.

RESOLVED that one seat would be placed in the churchyard and one in the play area at Moat. Actual sites in the chosen areas would be agreed at the next meeting.

098/22 CALC (CUMBRIA ASSOCIATION OF LOCAL COUNCILS)

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

Signed (Chairman).....

Date.....

099/22 CORRESPONDENCE RECEIVED BY THE CLERK –

None.

100/22 AGENDA ITEMS FOR NEXT MEETING

RESOLVED to note that any items for consideration should be submitted to the Clerk on or before 6th March 2023.

101/22 DATE OF NEXT MEETING - Monday 13th March 2023, Moat Village Hall, 7.30pm.

102/22 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 for the following agenda items.

103/22 GRASS CUTTING CONTRACT 2023

Consideration was given to the tenders received for the grass cutting season 2023.

RESOLVED, unanimously, to accept the tender submitted by W. Carruthers in the sum of £1,040.00 for grass cutting and £70.00 for weed killing.

Meeting closed at 8.55pm.

Signed (Chairman).....

Date.....

KIRKANDREWS ON ESK PARISH COUNCIL

BANK RECONCILIATION AT 27th FEBRUARY 2023

Barclays Community Account - 40548464

Balance b/f at 30/12/22	20,687.98		
Income	4,500.00	Expenditure	1,635.20
		Balance c/f	23,552.78
	<u>25,187.98</u>		<u>25,187.98</u>

Bank Reconciliation

Balance per statement @ 27.02.23 25,552.78

Less o/s cheques

Longtown Young Farmers b/f & c/f	101060	2000.00	
		<u>2,000.00</u>	
		<u>23,552.78</u>	

Income			Expenditure		
Date		£	Date	Detail	£
24.1.23	Grantscape	4500.00	9.1.23	A Riddell	641.40
			9.1.23	HMRC	260.60
			9.1.23	CALC	30.00
			9.1.23	Friends of Kirkandrews	703.20
		<u>4,500.00</u>			<u>1,635.20</u>

BANK RECONCILIATION AT 27th FEBRUARY 2023

Barclays Business Saver Account - 40548472 -

Balance b/f at 30/12/22	791.11		
		Expenditure	0.00
Interest rec'd		Balance c/f	791.11
	<u>791.11</u>		<u>791.11</u>

BANK BALANCES

	B/F	C/F
Community Account - 40548464	20,687.98	23,552.78
Business Saver Account - 40548472	791.11	791.11
	<u>£ 21,479.09</u>	<u>£ 24,343.89</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.

