

**MINUTE** of the Meeting of **KIRKANDREWS ON ESK PARISH COUNCIL** held in **MOAT VILLAGE HALL, MOAT** on **MONDAY, 8th MAY, 2017** at 7.30 p.m.

### **PRESENT**

Councillor W. Bundred (Chairman) (in the Chair)  
Councillor P. Armstrong  
Councillor P. Lowrie  
Councillor B. Thomlinson

Councillor S. Richardson  
Councillor M. Thomlinson  
Councillor D. Wilson  
Councillor C. Ritson

### **IN ATTENDANCE – Clerk**

**ALSO ATTENDING** – Councillor R. Bloxham, Carlisle City Council  
Councillor V. Tarbitt, Cumbria County Council

### **1/17 ELECTION OF CHAIRMAN**

Councillor D. Wilson, seconded by Councillor P. Lowrie, moved that Councillor W. Bundred be elected to the office of Chairman of the Council.

There were no other nominations.

**AGREED** unanimously to the election of W. Bundred as Chairman of the Council.

### **2/17 DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN**

Councillor Bundred in the presence of the Council, signed the Declaration of Acceptance of Office of Chairman of the Council

### **3/17 ELECTION OF VICE CHAIRMAN**

Councillor W. Bundred, seconded by Councillor P. Armstrong, moved that Councillor S. Richardson be elected to the office of Vice Chairman of the Council

There were no other nominations.

**AGREED**, unanimously, to the election of S. Richardson as Vice Chairman of the Council.

### **4/17 APOLOGIES FOR ABSENCE**

**RESOLVED** to note that apologies for absence were received from:-

Councillor Z. Armstrong (hols)

### **5/17 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

### **6/17 DECLARATIONS OF INTEREST**

Councillors were invited to record their interests in the register.

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

Councillor Richardson – village hall/playground  
Councillor M. Thomlinson - speeding  
Councillor B. Thomlinson - speeding

WB 10 JUL 2017

## 7/17 MINUTES

### 7/17.1 MINUTE OF THE MEETING HELD ON 13TH MARCH 2017 WAS SUBMITTED.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 13th March 2017, confirmed as a true and accurate record.

## 8/17 POLICE ISSUES

**RESOLVED** to note that there were no items to report.

## 9/17 PUBLIC PARTICIPATION

**RESOLVED** to note that there were no members of the public present.

## 10/17 REPRESENTATIVES' REPORTS

### 10/17.1 HALLBURN WIND FARM GRANTS

**RESOLVED** to note a report from Councillor Bundred on the Hallburn wind farm grants, which included the following points:-

- Eligible parishes
- Simpler application process than Beck Burn grants, terms of reference to be circulated by email
- Grants possibly available from September 2017
- Community groups may apply direct and don't have to go through a parish council

## 11/17 TOWN AND COUNTRY PLANNING - APPLICATIONS –

**RESOLVED** to note there were no applications to consider

## 12/17 FINANCIAL MATTERS

### 12/17.1 Bank Reconciliation to 28.04.17

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 28th April 2017 of £17,210.55.

### 12/17.2 Approval of Expenditure

**RESOLVED** to authorise the following expenditure for payment:-

- £546.25 A. Riddell – net wage to 31.05.17
- £197.20 HMR&C - PAYE
- £33.04 Moat Village Hall – hall hire

### 12/17.3 Insurance

There was submitted, by Aon, the Parish Council's current insurers, an invitation for the Parish Council to renew its insurance cover with the company for the period 1st June 2017 to 31st May 2018.

**RESOLVED** to renew the existing cover, at a cost of £385.52.

WB 10 June 2017

#### 12/17.4 Accounts – Accounts for the year ended 31<sup>st</sup> March 2017

There were submitted Annual Governance Statement, Statement of Accounts, Receipts and Payments Accounts and Balance Sheet for the year ended 31<sup>st</sup> March, 2017.

**12/17.4.1 APPROVED** the Annual Governance Statement, Statement of Accounts, Receipts and Payments Accounts and Balance Sheet as reflecting the Parish Council's financial position at 31<sup>st</sup> March 2017;

**12/17.4.2 AUTHORISED** the Chairman to sign Section 1 and section 2 of the Annual Return;

**12/17.4.3 ACKNOWLEDGED** the members' responsibility for the preparation of the Accounts; and

**12/17.4.4 CONFIRMED** that to the best of the members' knowledge and belief,

**12/17.4.4.1** the Accounts for the year to 31<sup>st</sup> March 2017 had been prepared in accordance with the requirements of the Accounts and Audit Regulations and proper accounting practice;

**12/17.4.4.2** the Council had maintained adequate systems of internal control;

**12/17.4.4.3** the Council had taken all reasonable steps to assure compliance with legislation;

**12/17.4.4.4** the Council had provided proper opportunity for the exercise of electors' rights; and

**12/17.4.4.5** the Council had met the requirements of the Audit Commission as to risk assessment, adequacy and effectiveness of systems of internal audit and action on previous Audit recommendations.

#### 12/17.5 GOVERNANCE AND ACCOUNTABILITY FOR LOCAL COUNCILS IN ENGLAND 2017

Consideration was given to the revised sections 1-5 of the Practitioners Guide 2017 from NALC.

**RESOLVED** to adopt sections 1-5 of the Practitioners Guide 2017 which includes sections on the transparency code for smaller authorities.

#### 12/17.6 FINANCIAL ASSISTANCE

Consideration was given to a request for financial assistance from Longtown Group of Churches to assist with the annual Holiday Club.

**RESOLVED** to donate the sum of £40.00. Councillor Bloxham would also donate £150.00.

#### 13/17 BECK BURN COMMUNITY FUNDING

Councillor Bundred gave an update to members on grant applications for Superfast Broadband in the parish. An application would be submitted to the Beck Burn Community fund which would be decided at a meeting next month. An application for the removal of invasive weeds on local riverbanks could also be submitted depending on the outcome of a meeting to discuss that particular issue. It was hoped that there would be more than one grant application meeting per annum.

**RESOLVED** to note the update.

#### 14/17 PEAT EXTRACTION

Councillor Wilson reported on the new method of peat extraction which was devastating vegetation. The Solway Moss is an important area for wildlife and there are concerns that reinstatement work will not be carried out. Councillor Wilson was also concerned at the removal of sand in the area.

**RESOLVED** that the Clerk would ask the planning department the date that the application will be decided and for further information regarding conditions for reinstatement work.

WB 10 JUL 2017

**15/17 LITTER**

Councillor Wilson raised concern at litter on the verges on roads through the parish. On the Scottish side, community rehabilitation workers remove the litter and the same should happen here.

Councillor Tarbitt spoke about the issue of fly tipping at Greenmill estate which was causing problems as it was private ground. Ownership and maintenance responsibilities for land in the area was still being investigated by Councillor Tarbitt.

**RESOLVED** to note the concerns raised.

**16/17 ROAD SIDE GRASS CUTTING**

Councillor Bundred asked whether the location and frequency of road side verge cutting should be raised with the highways authority especially on the A7 and its junctions. Usually a narrow strip is cut along the road in May/June which would be better left and cutting at the junctions improved.

**RESOLVED** to note that Councillor Tarbitt would report the concerns raised to highways.

**17/17 SUPERFAST BROADBAND**

Councillor Bundred reported that once he had received all the costings for the installation of Superfast Broadband in areas of the parish that currently were without, he would put a grant application together which would be circulated to members for approval prior to submission to various grant funding bodies.

**RESOLVED** to note the report.

**18/17 CALC**

The following correspondence from CALC was received and noted:-

**18/17.1 CALC CIRCULARS** – April and May 2017

**18/17.2 CALC SUBSCRIPTION** – Request for subscription renewal of £160.14 for 2017/18.

**RESOLVED** to authorise payment of the CALC subscription fee for 2017/18 of £160.14.

**18/17.3 GENERAL ELECTION GUIDANCE** –Email from S. Bagshaw.

**18/17.4 TRAINING DATES** – Email from S. Hutchinson.

**18/17.5 CHIEF EXECUTIVE'S BULLETIN** – Email from S. Bagshaw.

**19/17 CORRESPONDENCE RECEIVED BY THE CLERK –**

**RESOLVED** to note there was no correspondence to consider.

**20/17 LITERATURE AVAILABLE FROM CLERK –**

**RESOLVED** to note the following literature was available from the Clerk.

**20/17.1 NOTICE OF EXECUTIVE KEY DECISIONS** – May 5<sup>th</sup> 2017

**21/17 AGENDA ITEMS FOR NEXT MEETING**

- Turbines – funding update from Councillor Bundred.
- Environmental project - Councillor Bloxham to enquire with the environmental officer at the City Council & Councillor Lowrie would enquire at Newton Rigg College.

**22/17 DATE OF NEXT MEETING - Monday 10th July 2017, Moat Village Hall, 7.30pm.**

*W Bundred 10 JUL 2017*

# **KIRKANDREWS ON ESK PARISH COUNCIL**

**Minutes of the Parish Council Meeting held at Moat Village Hall on 10<sup>th</sup> July 2017.**

**PRESENT** – Councillors W. Bundred, S. Richardson, P. Armstrong, Z. Armstrong, D. Wilson, M. Thomlinson, B. Thomlinson and C. Ritson.

**IN ATTENDANCE** –

**ALSO ATTENDING** - Councillor R. Bloxham, Carlisle City Council

**23/17 APOLOGIES FOR ABSENCE** – Councillor Lowrie  
Councillor V. Tarbitt, Cumbria County Council (attending other meeting)

**24/17 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**25/17 DECLARATIONS OF INTEREST**

Councillors were invited to record their interests in the register.

**RESOLVED** to note:-

Councillor Richardson declared an interest in items relating to the hall and playground.

Councillor Z. Armstrong declared an interest in any bus shelter matter

Councillor Thomlinson declared an interest in item 29/17.1

**26/17 MINUTES**

**26/17.1 MINUTE OF THE MEETING HELD ON 8TH MAY 2017 WAS SUBMITTED.**

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 8h May 2017, confirmed as true and accurate record.

**27/17 POLICE ISSUES**

**RESOLVED** to note that there were no issues to be passed to the police.

**28/17 PUBLIC PARTICIPATION**

**28/17.1 GREENMILL DITCH**

**RESOLVED** to note that Cumbria County Council was negotiating with the MOD in applying to take over maintenance of the ditch.

**28/17.2 MERLIN TRAIL**

**RESOLVED** to note that this would be an item on the next agenda.

**29/17 REPRESENTATIVES' REPORTS**

**29/17.1 SPEEDWATCH**

Members of the Speedwatch Group reported that over 100 drivers had been caught speeding. The police state that Moat village has the highest rate of drivers caught speeding. One man drove his car at the two speedwatch representatives which has resulted in a police case being brought. The camera is currently being used elsewhere.

**RESOLVED** to note the report.

WB 11 Sep 2017

**30/17 TOWN AND COUNTRY PLANNING - APPLICATIONS –**

**RESOLVED** to note there were no planning applications to be considered.

**31/17 FINANCIAL MATTERS****31/17.1 Bank Reconciliation to 27.05.17**

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 29<sup>th</sup> June 2017 of £20,888.40.

**31/17.2 Approval of Expenditure**

**RESOLVED** to authorise the following expenditure for payment:-

- £546.05 A. Riddell – net wage to 31.07.17
- £197.20 HMR&C – PAYE

**32/17 BECK BURN/HALLBURN WIND FARM COMMUNITY FUNDS -****32/17.1 BECK BURN WIND FARM COMMUNITY FUND**

Councillor Bundred reported that £5,000.00 from the Beck Burn fund would be transferred to the parish council's bank account to be distributed to local community groups on application. Councillor Bundred has received an invitation to attend an open day at Beck Burn wind farm on 29<sup>th</sup> July 2017 which he has asked to be extended to all members of the parish council. Councillor Bundred would circulate the application list for grants to members in due course.

**RESOLVED** to note the report.

**32/17.2 HALL BURN WIND FARM COMMUNITY FUND**

Councilor Bundred reported that there was a total of £20,000.00 available for grants. The minimum grant application has been set at £250.00. The available funding will be divided between 5 parishes.

**RESOLVED** to note the report.

**33/17 SUPERFAST BROADBAND**

Councillor Bundred gave an update on the progress of Superfast Broadband in the parish and requested permission from members to continue with his Broadband funding application.

**RESOLVED** to note the report and that Councillor Bundred could continue with his application to supply superfast broadband to the parish.

**34/17 PEAT EXTRACTION AT SOLWAY MOSS**

The committee date for consideration of the new planning application at the Solway Moss was due to be held on 18<sup>th</sup> July 2017. Reports on the application could be viewed online on the County Council's website. Rachel Brophy, Cumbria County Council, was investigating whether Councillor Wilson could speak at the committee meeting.

**RESOLVED** to note the report and that Councillor Bundred would also attend the meeting if permitted.

W Bundred 11 Sep 2017

**35/17 CALC**

**RESOLVED** that the following correspondence from CALC was received and noted:-

**35/17.1 CALC CIRCULARS** – June & July 2017

**35/17.2 RURAL SURVEY** – Email from S. Bagshaw.

**35/17.3 NALC UPDATE ON DATA PROTECTION** – Email from S. Bagshaw.

**36/17 CORRESPONDENCE RECEIVED BY THE CLERK -**

**36/17.1 HOUSEHOLD EMERGENCY PLANNING** – Email from Dani Hudson, ACT.

**36/17.2 CAMPAIGN FOR A NEW RAILWAY IN THE ESK VALLEY** - Email from Martin Gourley.

**37/17 LITERATURE AVAILABLE FROM CLERK**

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

**37/17.1 NOTICE OF EXECUTIVE KEY DECISIONS** – 30th June 2017

**37/17.2 CLERKS AND COUNCILS DIRECT** – July 2017

**38/17 AGENDA ITEMS FOR NEXT MEETING**

- Merlin Trail
- Beck Burn Wind Farm Community Fund – To consider the grant application process for funding available through the parish council

**39/17 DATE OF NEXT MEETING** - Monday 11th September 2017, Moat Village Hall, 7.30pm.

W Bundred

11 Sep 2017

# **KIRKANDREWS ON ESK PARISH COUNCIL**

**Minutes of the Parish Council Meeting held at Moat Village Hall on 11<sup>th</sup> September 2017.**

**PRESENT** – Councillors W. Bundred, S. Richardson, P. Armstrong, B. Thomlinson, M. Thomlinson, Z. Armstrong and D. Wilson.

**ALSO ATTENDING** – None

**40/17 APOLOGIES FOR ABSENCE** – Councillors Lowrie and Ritson  
Councillor V. Tarbitt, Cumbria County Council  
Councillor R. Bloxham, Carlisle City Council

## **41/17 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

## **42/17 DECLARATIONS OF INTEREST**

Councillors were invited to record their interests in the register.

**RESOLVED** to note:-

Councillor Richardson declared an interest in items 48/17.4, 55/17 and 57/17.3.  
Councillor Z. Armstrong declared an interest in item 49/17

## **43/17 MINUTES**

### **43/17.1 MINUTE OF THE MEETING HELD ON 10TH JULY 2017 WAS SUBMITTED.**

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 10th July 2017, confirmed as true and accurate record.

## **44/17 PUBLIC PARTICIPATION**

**RESOLVED** to note that no members of the public were present.

## **45/17 REPRESENTATIVES' REPORTS**

### **45/17.1 SPEEDWATCH GROUP**

Councillors B & M Thomlinson reported that there were now only 3 volunteers left in the Speedwatch Group after an incident where a car was driven at volunteers. Other volunteers have dropped out as the police are not proceeding with the matter. Times are difficult for the current volunteers due to work etc.

**RESOLVED** to note the report.

## **46/17 TOWN AND COUNTRY PLANNING - APPLICATIONS –**

**NONE.**

## **47/17 SOLWAY PEAT MOSS, MILL HILL, GREтна (1/16/9006)**

Determination of new planning conditions for mineral working under the Environment Act 1995 was submitted.

**RESOLVED** to note the determination of new conditions and that the Clerk would write to the Environment Agency, County Council planning department, RSPB and Natural England asking for sand to be tipped at the Solway Moss to encourage the return of sand martins to the area.

WB 13 Nov 2017



**48/17 FINANCIAL MATTERS****48/17.1 BANK RECONCILIATION TO 30.08.17**

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> August 2017 of £20,145.15.

**48/17.2 APPROVAL OF EXPENDITURE**

**RESOLVED** to authorise the following expenditure for payment:-

- £485.40 A. Riddell – net wage to 30.09.17
- £197.20 HMR&C – PAYE
- £75.00 J. Batey – internal audit

**48/17.3 YEAR END ACCOUNTS MARCH 2017**

The internal Auditor's report for the Accounts for the year ending March 2017 was submitted.

**RESOLVED** to note the report and that no issues had been raised.

**48/17.4 FINANCIAL REQUEST**

A request was submitted from Nicholforest First Responders for funding.

**RESOLVED** to fund the group in the sum of £60.00.

**48/17.5 GRANT APPLICATION PROCESS**

Consideration was given to the grant application process for funding from Beck Burn Wind Farm through the Parish Council.

**RESOLVED** after reviewing the current community foundation grant application form, that the Clerk would redraft the form to make it more applicable to the Parish Council and circulate it to Councillor Richardson and other organisations requesting funding.

**49/17 SUPERFAST BROADBAND**

Councillor Bundred reported that costings for the 4 areas of the parish requiring superfast broadband had been received ranging from £23,454 to £127,481. An application for funding through Hallburn Wind Farm Community Benefit Fund would have to be resubmitted. It was suggested that the lower cost quotes for superfast broadband should be tackled first. Household grants were available that could be claimed and put into a larger pot. The costing may be cheaper if further surveys are carried out, however, the Parish Council needs funding before BT will carry out any extra surveys. Annual applications can be submitted for funding to the Wind Farm funds and Councillor Bundred would attend the funding fair to be held in Carlisle on 19<sup>th</sup> October 2017.

Members were not certain how individual grants could be claimed towards the project.

**RESOLVED** to note the report and that Councillor Bundred would circulate information on the household application scheme for superfast broadband and continue with other grant applications.

**50/17 HIGHWAYS ISSUES**

Various highways issues were reported to the Clerk to pass on to the relevant department.

**RESOLVED** to note the issues and that any further highway issues should be passed to the Clerk as soon as possible rather than waiting for the next meeting.

WB 13 Nov 2017

**51/17 INVASIVE WEEDS**

Councillors Bundred and Wilson reported on a recent joint meeting with various parishes and Dumfries and Galloway Fisheries to discuss invasive weeds. Lots of work has been carried out on the River Sark and further work will continue. Surveys will be carried out on the River Esk catchment. Funding is being sought to employ someone to carry out the work of removing the weeds in the local area. If anyone notices any invasive weeds, please report them.

**RESOLVED** to note the report.

**52/17 BORDERS RAILWAY**

Councillor Bundred had nothing further to report on the Borders Railway extension scheme other than campaigners asking for an extensive feasibility study to be carried out. If the railway comes to fruition, it will come through the middle of the parish.

**RESOLVED** to note the report.

**3/17 GREENMILL**

Councillor Wilson reported that some good work had been carried out at Greenmill with the help of Councillors Bloxham and Tarbitt. A lot of the fly tipping has been cleared up and Councillor Wilson asked whether he could display a notice giving information on where and how to dispose of bulky household waste.

With regards to the ditch, the promised monthly inspections are not being carried out and the ditch is once again blocked. Councillor Bundred felt that it may need the local MP to push the matter along. Any correspondence with the MOD was going through Councillor Tarbitt.

**RESOLVED** to note the report and that Councillor Wilson could erect an information poster at Greenmill. The Clerk would email Councillor Tarbitt and request that the MOD contact be pushed to clear the ditch more regularly. If the request to the MOD comes to nothing, then the Clerk will write to the local MP regarding the matter.

**54/17 MERLIN TRAIL**

Councillor Bundred that he hadn't heard anything more about the project other than a sign would be erected at High Moat. Once an application form for grant funding had been completed by the Clerk, it would be emailed to the project organiser.

**RESOLVED** to note the report.

**55/17 LONGTOWN NEWSLETTER**

Councillor Richardson gave further information on the circulated email which detailed proposals for a new newsletter for Longtown. If members wish to receive the newsletter then they should give their details to Councillor Richardson. The newsletter will be circulated by email and Facebook. The Parish Council could utilise the newsletter to give information to parishioners and it is hoped that it will be up and running by the end of September.

**RESOLVED** to note the report

**56/17 CALC**

**RESOLVED** that the following correspondence from CALC was received and noted:-

**56/17.1 CALC CIRCULARS** – July/August and September 2017

**56/17.2 CALC AGM 2017** – Email from S. Bagshaw.

**56/17.3 GENERAL DATA PROTECTION REGULATIONS** – Email from S. Bagshaw.

**56/17.4 UPDATED LCR OWNERLESS COMMON LAND** – Email from S. Bagshaw.

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**57/17 CORRESPONDENCE RECEIVED BY THE CLERK -**

**57/17.1 CUMBRIA MINERALS AND WASTE LOCAL PLAN – INSPECTORS REPORT** – Email from Sue Brett, Cumbria County Council.

**57/17.2 CUMBRIA DESIGN GUIDE CONSULTATION** – Email from Graeme Innes, Cumbria County Council.

**57/17.3 KIRKANDREWS ON ESK CHURCH** – Email from Charles Dunn.

**RESOLVED** to inform Mr. Dunn to apply for funding from the Parish Council in due course and ask that the police carry out extra patrols in the area.

**58/17 LITERATURE AVAILABLE FROM CLERK**

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

**58/17.1 NOTICE OF EXECUTIVE KEY DECISIONS** – 25th August 2017

**58/17.2 CLERKS AND COUNCILS DIRECT** – September 2017

**59/17 AGENDA ITEMS FOR NEXT MEETING**

- Precept 2018/19
- Police newsletter (Councillor Z. Armstrong)
- Rubbish on A7 verge (Councillor Wilson)

**60/17 DATE OF NEXT MEETING** - Monday 13th November 2017, Moat Village Hall, 7.30pm.

W Bundled 13 Nov 2017

# **KIRKANDREWS ON ESK PARISH COUNCIL**

**Minutes of the Parish Council Meeting held at Moat Village Hall on 13<sup>th</sup> November 2017.**

**PRESENT** – Councillors W. Bundred, S. Richardson, P. Armstrong, Z. Armstrong, P. Lowrie, C. Ritson and D. Wilson.

**IN ATTENDANCE** - Clerk

**ALSO ATTENDING** - Councillor R. Bloxham/ Carlisle City Council  
Councillor V. Tarbitt, Cumbria County Council

**61/17 APOLOGIES FOR ABSENCE** – Councillor M. Thomlinson (ill)

**62/17 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**63/17 DECLARATIONS OF INTEREST**

Councillors were invited to record their interests in the register.

**RESOLVED** to note:-

Councillor Richardson declared an interest in item 68/17.4.2

Councillor Z. Armstrong declared an interest in item 72/17

**64/17 MINUTES**

**64/17.1 MINUTE OF THE MEETING HELD ON 11TH SEPTEMBER 2017 WAS SUBMITTED.**

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 11th September 2017, confirmed as true and accurate record.

**65/17 PUBLIC PARTICIPATION**

Although no members of the public were in attendance, a letter with several signatures from residents at Greenmill, was submitted to the meeting complaining about the flooding in the area.

Councillor Tarbitt reported that a drainage survey had been carried out and remedial work to fix the flooding would be a phenomenal cost to the MOD. Councillor Tarbitt had also been working with Severn Trent Water in an attempt to solve the flooding problem.

**RESOLVED** after discussion, that Councillor Tarbitt would pass the details of her contact at the MOD to the Clerk and would ask for the drainage survey report that had reportedly been carried out. Councillor Tarbitt and the Clerk would also write to Rory Stewart MP regarding the problem.

**66/17 REPRESENTATIVES' REPORTS**

**RESOLVED** to note that Councillor Bundred had been unable to attend the CALC AGM meeting.

**67/17 TOWN AND COUNTRY PLANNING - APPLICATIONS –**

**67/17.1 L/A RIYADH, BLACKBANK (17/0832) – Erection of 1 dwelling. (outline)**

Comment - Concern that the area has drainage issues & would current utilities in the area support an additional dwelling.

8 Jan  
WB 2018

**68/17 FINANCIAL MATTERS -****68/17.1 BANK RECONCILIATION TO 28.10.17**

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 28<sup>th</sup> October 2017 of £19,292.55.

**68/17.2 APPROVAL OF EXPENDITURE**

**RESOLVED** to authorise the following expenditure for payment:-

- £603.88 A. Riddell – net wage to 30.11.17
- £850.00 W&E Carruthers – grass cutting
- £20.00 Royal British Legion – wreath

**68/17.3 EXTERNAL AUDITOR'S OPINION AND CERTIFICATE**

The external Auditor's certificate and opinion for the Accounts for the year ending March 2017 was submitted.

**RESOLVED** to note the certificate and opinion and that no issues were raised.

**68/17.4 GRANT APPLICATIONS – From Cumbria Community Foundation Funds****68/17.4.1 THE ARTHUR TRAIL ASSOCIATION**

An application for financial assistance was submitted from the Arthur Trail Association.

**RESOLVED**, after consideration, that approval of a grant for £1,000.00 would be given once consent from the landowner concerned had been submitted.

**68/17.4.2 MOAT VILLAGE HALL**

An application for financial assistance was submitted from Moat Village Hall.

**RESOLVED**, after consideration, to award a grant of £1,000.00.

**68/17.5 CLERKS SALARY AWARD**

A report was submitted detailing the recent pay award agreed at the National Joint Council for Local Government Services. (NJC)

**RESOLVED** to agree the implementation of the award at a rate of £11.02 per hour for the Clerk on SPC 23.

**69/17 POLICE ISSUES**

**RESOLVED** to note a report from Councillor Z. Armstrong that the police had been made aware of suspicious vehicles in the area of Blackbank. Residents in the area had received a strange survey from the police which appeared to have been over a neighbourly dispute that had got out of hand.

WD 8 Jan 2018

**70/17 LITTER ON A7 VERGES**

+ A6071

Councillor Wilson reported that he was still very concerned about the amount of litter on the verges along the A7.

**RESOLVED**, after further discussion, that the Clerk would contact Highways and ask for permission for a litter pick to be carried out along the A7, Councillor Bloxham would provide pickers.

Councillor Tarbitt would also contact the AA and RAC regarding signs detailing litter picking as an offence which are supported by the AA. The item would be on the next agenda and members were asked to come up with firm proposals for litter picking and more ideas how to deter litter being thrown from vehicles.

**71/17 PARKING AT THE MOAT**

Councillor Tarbitt reported that a complaint had been received regarding parking in Moat Village which was causing an obstruction for people exiting their drives.

Councillor Bloxham reported that if the drive itself was not being blocked then there was no offence. It was a difficult situation to police.

**RESOLVED** to note that Councillor Tarbitt would ask the local PCSO to monitor the situation.

**72/17 SUPERFAST BROADBAND**

Councillor Bundred gave an update on funding for Superfast Broadband. Councillors Bundred and Z. Armstrong had attended the recent funding fair held in Carlisle. Tesco bags has said that once 80% of the funding required has been reached they would support the project.

A provisional grant of £16,950.00 from Hallburn Wind Farm Funds for the installation at Scotsydke has been received. The BIG Lottery Fund will be contacted again for possible funding and Cumbria Waste Management sounded hopeful about giving a grant.

If there were excess funds in Parish Council reserves, perhaps these could be used to fund the project? The Clerk explained that it is recommended for a parish council to have half of its precept in reserves.

Separate applications for funding from the wind farms will be submitted for each area and will be ongoing.

**RESOLVED** to note the report and that consideration would be given to increasing the precept to help fund the project.

**73/17 KIRKANDREWS ON ESK CHURCH**

The Clerk reported the following:-

- A grant application form had been sent to Mr. Dunn
- Following recent incidents in the area, the Church was now being included on regular patrols by PCSO Woods when she is on a late shift. Approximately 2 weeks ago, 2 cars were present in the area with youths. All details were taken and one was subsequently arrested for possession of a controlled substance. Monitoring of the area will continue especially through the dark nights. If anyone sees anything suspicious, please report it to PCSO Woods.

**RESOLVED** to note the report.

**74/17 BECK BURN AND HALLBURN GRANT PANEL**

**RESOLVED** to note that information on grants rewarded to date had been circulated by email to members.

WB 8 Jan 2018

**75/17 PRECEPT 2018/19**

Consideration was given to any projects or further expenditure that may impact on the precept for 2018/19.

**RESOLVED** to note that costings for speed signs would be looked into for possible inclusion in next year's budget and that funding for Superfast Broadband could be used from reserves or possibly by increasing the precept.

**76/17 CALC -**

**RESOLVED** that the following correspondence from CALC was received and noted:-

**76/17.1 CALC CIRCULARS** – October and November 2017

**76/17.2 CARLISLE LIAISON OFFICER ROLE** – Email from S. Hutchinson.

**76/17.3 CUMBRIA LEP** - Email from S. Bagshaw

**76/17.4 COUNCIL TAX PRECEPT SURVEY** – Email from S. Bagshaw.

**76/16.5 NORTH WEST COASTAL MONTHLY ACCESS UPDATE OCTOBER 2017** – Email from S. Hutchinson.

**77/17 CORRESPONDENCE RECEIVED BY THE CLERK –**

**RESOLVED** to note the following correspondence had been received by the Clerk:-

**77/17.1 NEIGHBOURHOOD PLANNING EVENT** – Email from Dani Hudson, ACT.

**77/17.2 CUMBRIA MINERALS AND WASTE LOCAL PLAN (2015-2030) ADOPTION** – To note an email from Paul Haggin.

**77/17.3 SOLWAY, BORDER AND EDEN NEWSLETTER** – Email from Brenda Hebson.

**78/17 LITERATURE AVAILABLE FROM CLERK**

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

**78/17.1 NOTICE OF EXECUTIVE KEY DECISIONS** – 20th October 2017

**78/17.2 CLERKS AND COUNCILS DIRECT** – November 2017

**78/17.3 ACT GAZETTE** – Autumn and Winter 2017

**79/17 AGENDA ITEMS FOR NEXT MEETING**

- Precept 2018/19
- England Coast Path – Councillor Wilson

**80/17 DATE OF NEXT MEETING** - Monday 8th January 2018, Moat Village Hall, 7.30pm

W Bundred 8 Jan 2018

**KIRKANDREWS ON ESK PARISH COUNCIL****Minutes of the Parish Council Meeting held at Moat Village Hall on 8<sup>th</sup> January 2018.**

**PRESENT** – Councillors W. Bundred, S. Richardson, P. Armstrong, M. Thomlinson, B. Thomlinson, Z. Armstrong, P. Lowrie, C. Ritson and D. Wilson.

**IN ATTENDANCE** - Clerk

**ALSO ATTENDING** - Councillor J. Mallinson, Carlisle City Council

**81/17 APOLOGIES FOR ABSENCE** – Councillor R. Bloxham, Carlisle City Council

**82/17 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**83/17 DECLARATIONS OF INTEREST**

Councillors were invited to record their interests in the register.

**RESOLVED** to note:-

Councillor Richardson declared an interest in items relating to the hall.

Councillor Z. Armstrong declared an interest in item 93/17.

**84/17 MINUTES**

**84/17.1 MINUTE OF THE MEETING HELD ON 13TH NOVEMBER 2017 WAS SUBMITTED.**

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 13th November 2017, confirmed as true and accurate record, after amending minute 70/17 by adding 'and A6071'.

**85/17 PUBLIC PARTICIPATION**

**RESOLVED** to note that no members of the public were present.

**86/17 POLICE MATTERS**

**RESOLVED** to note that the following matters of concern would be raised with PCSO Woods:-

- . Machinery damage in Kershope Forest
- . Poachers in local woods
- . Speedwatch – is anything happening now that volunteers are reduced to 2

**87/17 REPRESENTATIVES' REPORTS**

**RESOLVED** to note that Councillor Bundred had been unable to attend the last CPCA meeting.

**88/17 TOWN AND COUNTRY PLANNING - APPLICATIONS –**

**RESOLVED** to note that there were no planning applications to be considered.

**89/17 NOTIFICATION OF DECISIONS**

A report of the decisions of the appropriate planning authority on applications on which the Committee or Parish Council had previously been consulted was submitted.

**RESOLVED** to note the report.

WB 12 Mar 2018



**90/17 FINANCIAL MATTERS -****90/17.1 BANK RECONCILIATION TO 31.12.17**

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 31st December 2017 of £15,778.67.

**90/17.2 APPROVAL OF EXPENDITURE**

**RESOLVED** to authorise the following expenditure for payment:-

- £555.26 A. Riddell – net wage to 31.01.18
- £216.60 HMR&C – PAYE

**90/17.3 BUDGET 2018/19**

A draft budget statement was submitted to the meeting in order that members could agree the precept for the financial year 2018/19.

**RESOLVED**, after discussion, that the precept should be increased by 10% to £8,076.00. Proposed by Councillor W. Bundred, seconded by Councillor B. Thomlinson, all agreed. The Clerk would inform the City Council.

**91/17 RISK ASSESSMENT**

A report was submitted by the Clerk on the risk assessment produced for Kirkandrews on Esk Parish Council for 2017/18.

**RESOLVED** to approve the risk assessment for 2017/18.

**92/17 LITTER ON A7 AND A6071 VERGES**

Councillor Tarbitt had spoken to highways who had asked members to pick a date for them to carry out a litter pick and then negotiations for support and traffic management through Connect would be organised.

Councillor Wilson felt that this was the wrong way to go about things and that the litter picking should be carried by the local Community Rehabilitation group.

**RESOLVED** that the Clerk would contact the Community Rehabilitation group and ask for clarification on which roads they were insured to carry out litter picking.

**93/17 SUPERFAST BROADBAND**

Councillor Bundred gave an update on Superfast Broadband in the area highlighting the following points:-

- Cabinet at Moat is now live, cabinet has been installed at Tynedale but not yet live
- Only 2 out of 13 households at Scotsdyke would not apply for the household grant available for Superfast Broadband from the Better Broadband Scheme
- Will contact Tesco's again re grant availability
- Further grant applications to the wind farm funds will be submitted in due course

**RESOLVED** to note the update.

WB 12 May 2018

**94/17 COASTAL PATH**

The Clerk reported that the County Council was the access authority and would therefore have responsibility for any signage and gates required along the proposed route. Standard signs were available for landowners.

**RESOLVED** that the Clerk would contact the County Council regarding the proposed signage and whether more specific signs would be made available.

NB: Following the meeting, the response below was received from Chris Graham, Footpaths Officer, Cumbria County Council:-

*The area of path from Gretna to Allonby is still going through the process of dealing with objections. These are being processed by the planning inspectorate.*

*There has been no decision made on future maintenance of this coastal path - Natural England is trying to pass it all on to each County Council. In turn, each County Council is arguing that it is not down to them to maintain.*

*Once implementation is agreed, each affected landowner will be contacted again regarding any requirements they may have, such as signage. It is down to the landowner to request signage, the County Council will not be covering all areas with signs. Issues regarding signage will be addressed at that point, not now. It is down to the landowner to make their area safe. If this coastal path is going through a new area that hasn't been used by the public before, any concerns with livestock should be addressed by the landowner, eg fence off path & move livestock.*

*Signs are currently being drafted for landowners to request regarding livestock over & above the normal 'shut the gate' 'bull in field' etc*

**95/17 CALC -**

**RESOLVED** that the following correspondence from CALC was received and noted:-

**95/17.1 CALC CIRCULARS** –December 2017/January 2018

**95/17.2 DEVELOPING YOUR SKILLS** – Email from S. Hutchinson.

**95/17.3 CALDBECK PETITION** – Email from S. Hutchinson.

**95/17.4 GROW WILD COMMUNITY FUNDING** - Email from S. Bagshaw.

**96/17 CORRESPONDENCE RECEIVED BY THE CLERK –**

**RESOLVED** to note the following correspondence had been received by the Clerk:-

**96/17.1 CUMBRIA CHILDREN'S DYSLEXIC PROJECT** – Letter from Lucy Stanford.

**RESOLVED** not to give any financial support to the project.

**96/17.2 SUGAR SMART** – Email from Clare Almond.

**96/17.3 CUBBYHILLS FINGER POST** – Letter from

**97/17 LITERATURE AVAILABLE FROM CLERK**

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

**97/17.1 NOTICE OF EXECUTIVE KEY DECISIONS** – 18th December 2017

**98/17 AGENDA ITEMS FOR NEXT MEETING**

- Heritage Centre – report from Councillors Lowrie and Wilson
- Solway Moss – update from Councillor Wilson

Further items should be submitted to the Clerk or Chairman by Monday 5<sup>th</sup> March 2018.

WB 12 Mar 2018

**99/17 DATE OF NEXT MEETING** - Monday 12th March 2018, Moat Village Hall, 7.30pm

**100/17 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.

**101/17 GRASS CUTTING 2018 CONTRACT**

There was submitted a report by the Clerk on the tenders invited and received for the grass cutting contract 2018.

**RESOLVED** to accept the tender submitted by W&E Carruthers in the sum of £800.00.

Proposed by Councillor S. Richardson, seconded by Councillor P. Armstrong, all agreed.

W Bunnell 12 March 2018

**KIRKANDREWS ON ESK PARISH COUNCIL**

**Minutes of the Parish Council Meeting held at Moat Village Hall on 12<sup>th</sup> March 2018.**

**PRESENT** – Councillors W. Bundred, S. Richardson, Z. Armstrong, P. Lowrie, C. Ritson and D. Wilson.

**IN ATTENDANCE** - Clerk

**ALSO ATTENDING** - Councillors J. Mallinson and R. Bloxham, Carlisle City Council

**102/17 APOLOGIES FOR ABSENCE** – Councillors P. Armstrong, M. Thomlinson and B. Thomlinson (work)  
Councillor Tarbitt (ill)

**103/17 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**104/17 DECLARATIONS OF INTEREST**

Councillors were invited to record their interests in the register.

**RESOLVED** to note:-

Councillor Richardson declared an interest in items 114/17

Councillor Z. Armstrong declared an interest in item 113/17

**105/17 MINUTES**

**105/17.1 MINUTE OF THE MEETING HELD ON 8TH JANUARY 2018 WAS SUBMITTED.**

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 8th January 2018, confirmed as true and accurate record.

**106/17 PUBLIC PARTICIPATION**

**RESOLVED** to note that no members of the public were present.

**107/17 POLICE MATTERS**

**RESOLVED** to note that the latest police newsletter had been circulated to members prior to the meeting.

**108/17 REPRESENTATIVES' REPORTS**

**RESOLVED** to note that there were no reports.

**109/17 TOWN AND COUNTRY PLANNING - APPLICATIONS –**

Applications for planning consent were considered.

**RESOLVED** to advise the appropriate Planning Authority of the Council's comments as follows:-

**109/17.1 LONGTOWN AUCTION MART, LONGTOWN (18/0085)** – Erection of single storey ancillary office accommodation.

Comment – support the views of the highways authority.

WB 14 MAY 2018

**110/17 FINANCIAL MATTERS -****110/17.1 BANK RECONCILIATION TO 27.02.18**

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 27th February 2018 of £15,778.67.

**110/17.2 APPROVAL OF EXPENDITURE**

**RESOLVED** to authorise the following expenditure for payment:-

- £493.72 A. Riddell – net wage to 28.03.18
- £254.34 Brampton PC – photocopier/stny/internet costs
- £25.80 Brampton PC – SLCC contribution
- £58.80 Carlisle City Council – annual play area inspection
- £200.60 HMR&C – PAYE (to be paid April 2018)

**111/17 GENERAL DATA PROTECTION REGULATIONS (GDPR)**

The Clerk reported on the training attended for parish councils regarding the new GDPR and who could act as Data Protection Officer (DPO).

Further information would be circulated in due course but members were asked to make themselves aware of the forthcoming changes.

**RESOLVED** to note the report.

**112/17 SOLWAY MOSS**

Councillor Wilson reported on his disappointment at the manner in which the Solway Moss has been harvested and had hoped that some re-instatement work would have been carried out.

**RESOLVED** after further discussion that Councillors Wilson and Lowrie would meet to see what they could achieve and the Clerk would write to Sarah Rogerson regarding the matter.

**113/17 SUPERFAST BROADBAND**

Councillors Bundred and Z. Armstrong gave an update on Superfast Broadband in the area highlighting the following points:-

- Updated costings
- Openreach representative recommended to go ahead with the Glinger area
- Update on grant giving bodies and moving the project forward
- How funding from one area can be used for another if Openreach lower the costings
- Submission to Beck Burn Wind Farm Community Fund 18/19 (decision in April)

**RESOLVED** to note the update.

**114/17 PLAY AREA**

The annual play area report was submitted to the meeting and the required repairs were considered.

**RESOLVED** to note the report and that the Clerk would contact the relevant land owners regarding fence maintenance. Councillor Lowrie would give details of a local handyman to the Clerk to organise the minor repairs.

WB 14 MAY 2018

**115/17 LITTER ON ROADSIDE VERGES**

The Clerk reported that the Cumbria and Lancashire Rehabilitation Group is not covered to pick litter in the area. The group does pick litter in Barrow and Whitehaven areas as there are agreements in place with the highways Department.

**RESOLVED** that the Clerk would speak to the local highways department.

**116/17 GREENMILL DITCH**

Councillor Bundred reported that although the ditch had been cleared, it was now blocked again.

**RESOLVED** that Councillor Bundred would email the contractor and report the situation.

**117/17 HERITAGE CENTRE**

Councillors Lowrie and Wilson put forward ideas for a local Heritage Centre. Members were supportive of the ideas and Councillor Mallinson stated that Arthuret Parish Council were developing a Heritage Centre.

**RESOLVED** that the Clerk would contact Arthuret Parish Council to inform them that members were keen to contribute and would be happy to work together on the project.

**118/17 SCOTTISH BORDER WALL**

Councillor Wilson reported on the overgrown vegetation on the walls that were built on either side of junction 45 to create a type of gateway on the border.

**RESOLVED** that the Clerk would report the matter to Highways England.

**119/17 CALC -**

**RESOLVED** that the following correspondence from CALC was received and noted:-

**119/17.1 CALC CIRCULARS** – February and March 2018

**119/17.2 CUMBRIA IN BLOOM COMPETITIONS 2018** – Email from S. Bagshaw.

**119/17.3 TRAINING COURSES**– Email from S. Hutchinson.

**119/17.4 HOUSEHOLD EMERGENCY PLANNING LEAFLET** – Email from S. Bagshaw.

**120/17 CORRESPONDENCE RECEIVED BY THE CLERK –**

**RESOLVED** to note the following correspondence had been received by the Clerk:-

**120/17.1 ELECTORAL REVIEW OF CARLISLE: WARDING ARRANGEMENTS** – To consider any comments to be submitted on the public consultation regarding the electoral review of Carlisle City Council. (Letter from Mark Cooper, Review Officer)

**RESOLVED** to submit comments as follows – There should be equality of representation and that the division should be made fair by the number of electors in each ward.

**120/17.2 RESTORATION OF MILESTONES** – Letter from Terry Moore requesting financial help in the sum of £60.00.

**RESOLVED** to finance the restoration of the milestones in the sum of £60.00.

WB 14 MAY 2018

**121/17 LITERATURE AVAILABLE FROM CLERK**

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

**121/17.1 NOTICE OF EXECUTIVE KEY DECISIONS** – 10th February 2018

**121/17.2 ACT GAZETTE** – Spring 2018

**121/17.2 CLERK AND COUNCILS DIRECT** – March 2018

**122/17 AGENDA ITEMS FOR NEXT MEETING**

- Increase in traffic on A6071
- Speed signs for Moat village – report from Councillor Richardson

Further items should be submitted to the Clerk or Chairman by Monday 6<sup>th</sup> May 2018.

**123/17 DATE OF NEXT MEETING** - Monday 14th May 2018, Moat Village Hall, 7.30pm. Please note that the Annual Parish Meeting will take place first at 7.00pm.

W Bundred 14 May 2018