

**MINUTES of a VIRTUAL MEETING of KIRKANDREWS ON ESK PARISH COUNCIL held on MONDAY 8th JUNE 2020 at 7.00pm.**

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

**In Attendance:** Clerk  
County Councillor Tarbitt

**Action**

**001/20 APOLOGIES FOR ABSENCE**

**RESOLVED** to note apologies for absence were received and agreed from:-  
Councillors Cragg, Hill, Rutherford and Wilson.

**002/20 REQUESTS FOR DISPENSATION**

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

**003/20 DECLARATIONS OF INTEREST**

Councillors were invited to record their interests:-

**RESOLVED** to note that there were no declarations of interest.

**004/20 MINUTES**

**004/20.1 MINUTES OF THE MEETINGS HELD ON 9th AND 20th MARCH 2020 WERE SUBMITTED.**

**RESOLVED** to agree the accuracy of the minutes of the meetings held on 9<sup>th</sup> and 20<sup>th</sup> March 2020 confirmed as a true and accurate record and authorise the Chairman to sign the minutes at the next face to face meeting of the council.

**005/20 ANNUAL MEETING OF THE PARISH COUNCIL**

**RESOLVED** to note that the Annual Meeting of the Parish Council had been deferred until May 2021.

**006/20 STANDING ORDERS**

An addendum to the Standing Orders had been circulated to enable the Council to meet virtually during the current pandemic.

**RESOLVED** to adopt the standing orders with immediate effect.

**007/20 FINANCIAL REGULATIONS**

**RESOLVED** to amend financial regulations to permit payments to be made through internet banking. The Clerk would draw up payments to be agreed, once formally agreed by at least 2 members of the council not including the Chairman, the Chairman would then be authorised to make the payment/s.

**Clerk/WB**

Signed (Chairman):.....

Date

**008/20 PUBLIC PARTICIPATION**

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

**RESOLVED** to note that County Councillor Tarbitt reported on the following matters:-

- . Esk bridge at Longtown
- . Virtual city council meetings
- . University of Cumbria to be based at Citadel
- . Proposed garden village for Carlisle
- . Extra evening activity in Carlisle City Centre
- . Speed cameras in Longtown

**RESOLVED** that Councillor Bundred would put a post on Longtown's social media page asking for details of any road accidents involving deer in the parish to support the erection of deer warning signs.

**009/20 TOWN AND COUNTRY PLANNING**

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

**010/20 NOTIFICATION OF DECISIONS**

**RESOLVED** to note the report submitted by the Clerk detailing the notification of decisions made by the relevant planning authority on applications previously commented on by members.

**011/20 FINANCIAL MATTERS –****011/20.1 BANK RECONCILIATION TO 29.05.20**

There was submitted a report by the Clerk on the reconciliation of the Council's financial records with its Building Society account statements.

**RESOLVED** to receive and note the bank reconciliation and balances to 29<sup>th</sup> May 2020 of £31,026.18.

**011/20.2 APPROVAL OF EXPENDITURE**

**RESOLVED** to ratify and/or authorise the following expenditure for payment:-

Amount £	Payee	Detail	Chq number/FP
1000.00	Arthuret PC	Donation to foodbank	100988
2000.00	Arthuret PC	Donation to foodbank	100989
	<b>Above items to be ratified</b>	<b>Below items to be agreed</b>	
523.12	A Riddell	Staff wages – to 27.5.20	100990
151.25	CALC	Subscription	100991
310.76	BHiB	Insurance	100992
75.00	J Batey	Internal Audit	100993
<b>£4,060.13</b>			

Signed (Chairman):.....

Date

**011/20.3 EXTERNAL AUDITOR ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2020 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, Supporting Notes and Annual Internal Audit Report for the year ended 31st March, 2020.

**011/20.2.1 RESOLVED** to approve the Annual Governance Statement for the year ending 31st March 2020.

**011/20.2.2 RESOLVED** to approve the Statement of Accounts for the year ending 31st March 2020.

**011/20.2.3 RESOLVED** to authorise the Chairman to sign Sections 1 and 2 of the Annual Return for 31st March 2020. **WB**

**011/20.2.4 RESOLVED** to note that the notification of Public Rights & Publication of Unaudited Annual Governance & Accountability Return for accounts year ending 31st March 2020 as Monday 15th June to Friday 24th July 2020

**011/20.2.5 RESOLVED** to agree that the Accounts, Balance Sheet and Supporting Notes reflected the Parish Council's financial position at 31st March 2020.

**011/20.3 INTERNAL AUDIT REPORT**

**RESOLVED** to approve the internal audit report and note that there were no matters of concern raised.

**012/20 CONTINUED USE OF DELEGATED POWERS**

**RESOLVED** to note the correspondence received from CALC confirming that the High Consequence Infectious Disease Policy adopted on 20<sup>th</sup> March 2020 was no longer relevant and that councils should meet virtually with immediate effect to agree decisions rather than use delegated powers.

**013/20 CORRESPONDENCE RECEIVED BY THE CLERK**

**RESOLVED** to note that all relevant CALC emails had been circulated to members.

**014/20 LITERATURE AVAILABLE FROM THE CLERK**

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

**014/20.1 NOTICE OF EXECUTIVE KEY DECISIONS – 22<sup>nd</sup> May 2020**

**015/20 AGENDA ITEMS FOR THE NEXT MEETING**

· Superfast Broadband **WB**

**016/20 DATE OF NEXT MEETING**

**RESOLVED** to note that the next virtual meeting of the parish council would be held on 13<sup>th</sup> July 2020 at 7.00pm and called by electronic summons.

Signed (Chairman):.....

Date