

CUMMERSDALE PARISH COUNCIL

To Members of the Council: you are summoned to attend a Meeting of Cummersdale Parish Council (CPC) on Monday 4 March 2024 in Cummersdale Village Hall at 7.00pm

Members of the Community: you are invited to attend

AGENDA

- 1. Apologies** – to receive apologies and approve reasons for absence
- 2. Requests for Dispensations, Declarations of interest, gifts and hospitality** – to receive any requests for Dispensations or Declarations of Interest from Councillors relating to items on the Agenda, in accordance with the Council’s Code of Conduct, and to note any gifts and hospitality
- 3. Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)** – to decide whether there are any items of business which require the exclusion of the press and public
- 4. Public participation** –to receive questions from members of the public relating to items on the Agenda, in accordance with the Council’s Code of Conduct and Standing Orders
- 5. External Representation** – to receive reports from Parish Council representatives on outside bodies. (If possible representatives to provide a written report prior to the meeting to allow distribution).
 - a. To receive reports from the Cumberland Councillor on any items not on the agenda
 - b. To receive an update from the Cumberland Councillor on the following items:
 - (i) Grace Lane pot holes & Gilbert Road missing gate: to report on a request to Cumberland Council to address these issues.
NB: Cllr McIntosh met with Galliford Try following the last meeting regarding a number of issues relating to Cummersdale, following which Cumberland Council repaired some of the pot holes.
 - (ii) Fallen Tree, Gilbert Road (Ionning): to confirm that the fallen tree has been removed
 - (iii) Village Hall & Adjacent Land: to report on any response received from the landowner regarding an alternative area to park commercial vehicles
 - (iv) Pirelli signage for articulated vehicles
 - (v) Condition of the cycle path to Dalston
- 6. Minutes** – to confirm the Minutes of the meeting held on 5 February 2024 (circulated with agenda)

7. Finance**a. Bank Reconciliation**

- (i) To receive and note the monthly reconciliation and balances to 29 February 2024 (attached)

Unity Trust Bank	28.02.24
Instant Access account	£21,223.62
Current account	£787.49
Total	<u>£22,011.11</u>

- (ii) To acknowledge scrutiny and acceptance of the bank statements and authorise the Chairman to sign the Council’s bank statements

- b. **Invoices for Payment** – to consider invoices for payment itemised on the payment schedule dated 29 February 2024 (attached)
- c. **Budget Update** – to receive and note (attached)

8. Internal Auditor - to note that Mr D Johnson was appointed as the Internal Auditor for the Parish Council for a period of three years up to and including March 2024. The fee of £30.00 per hour includes inspection, travel and report production.

9. External Audit – to consider that the Parish Council is eligible for exemption from limited assurance as the income and expenditure does not exceed £25,000. (This legally does not require an external audit, however the Parish Council can resolve for an external audit to be undertaken)

10. Grass Contract – to consider tenders submitted for the period 2024 - 2026

11. Annual General Meeting of the Council and Annual Meeting with Electors 7 May 2024 (7.00pm) – to note

12. Portrait of His Majesty The King – to consider applying for a free framed portrait from the UK Government

13. Planters and noticeboard (adjacent to Village Hall) – to consider relocating the planters and noticeboard

14. Planning

Details can be viewed on the Planning Authority website (publicaccess.carlisle.gov.uk) and members of the community can submit their own observations directly

- a. **Planning Applications** – None
- b. **Notices of Decision** - to note any notices of decision received from Cumberland Council
 - (i) Withdrawn application ref. 24/0059
Erection of two storey rear extension to provide dining room & office on ground floor with bedroom above (Revised Application)
Location: 21 Foxglove Close, Carlisle, CA2 6BY
 - (ii) Notification of deferment application ref: 23/0148
Residential Development & Associated Infrastructure
Location: Land to the west of junction on Orton Road & Sandsfield Lane, Carlisle

15. Defibrillator – Cllr Harrison to update on progress identifying a suitable location for the installation of the third community defibrillator

16. Allotment Report

- (i) Cllr Chicken to provide an update
- (ii) Cllr Brown to update on repairs to broken fence and replacement gate posts

17. Cumbria in Bloom 2024 – to consider if the Parish Council and Allotment group wish to enter

18. Correspondence – to note correspondence received not otherwise on the agenda where decisions are not required (attached)

- (i) Member of the community complaint regarding resident (available at the meeting)

19. Councillor Matters – an opportunity for Councillors to raise issues, not on this agenda, on behalf of the residents in their wards. *(NB. No decisions can be taken on these matters but the Clerk may make investigations and/or they may be placed on the agenda of a future Council or Committee meeting.)*

20. Date of next meeting – Monday 8 April 2024 at 7.00 pm in Cummersdale Village Hall

Agenda items to be submitted to the Clerk by Friday 29 March 2024

[Signed]

29 February 2024



Joanne Cornah Wade, Clerk to the Council

info@cummersdaleparishcouncil.org.uk

Eriskay Cottage, Bromfield, Wigton CA7 3NB

<https://cummersdaleparishcouncil.org.uk>

Agenda Item 7aDeposit/instant access savings account

Balance per bank statement at 29/02/2024	21223.62
TOTAL NET BANK BALANCES AT 29/02/2024	21223.62
Opening balance	17,229.86
Total receipts	893.76
Total payments	0.00
Total transfers	3100.00
Closing balance per cash book (must equal net bank balances above)	21,223.62

Current account

Balance per bank statement at 29/02/2024	787.49
TOTAL NET BANK BALANCES AT 29/02/2024	787.49
Opening balance	8,122.30
Total receipts	13,376.00
Total payments	-17610.81
Total transfers	-3,100.00
Closing balance per cash book (must equal net bank balances above)	787.49

Agenda Item 7b

Cummersdale Parish Council current account

Voucher	Date	Description	Supplier / customer	Net	VAT	Total
82	04/03/2024	Allotment repairs	TBC	541.67	108.33	650.00
83	04/03/2024	Wood chipper hire	TBC	171.00	0.00	171.00
84	04/03/2024	Office stationery	Holme Abbey P.C	44.39	0.00	44.39
85	31/02/2024	Clerk Salary March	J Cornah Wade	219.70	0.00	219.70
				<u>976.76</u>	<u>108.33</u>	<u>1,085.09</u>

NB Change to clerk salary as
no tax due/below threshold



Prepared by:

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Joanne Cornah Wade Clerk & RFO

Date:

29.02.24

Approved by:

.....
Name and Role:

Date:

04.03.24

Approved by:

.....
Name and Role:

Date:

04.03.24

Agenda Item 7c

Budget report from 1-Apr-2023 to 31-Mar-2024 (figures exclude VAT)

All reserves

Payments

	Period		
	Budget	Actual	Variance
Other Payments			
Donations S137	0.00	0.00	0.00
Village events	0.00	326.02	-326.02
			-
Village Hall	0.00	1,800.00	1,800.00
			-
Total Other Payments	0.00	2,126.02	2,126.02
Village maintenance			
Grass contract	3,800.00	3,800.00	0.00
Trees	0.00	500.00	-500.00
Village planters	0.00	634.40	-634.40
Allotment	0.00	541.67	-541.67
Common	0.00	171.00	-171.00
			-
Total Village maintenance	3,800.00	5,647.07	1,847.07
Administration			
ICO	40.00	40.00	0.00
Election costs	500.00	0.00	500.00
Councillor Training	0.00	10.00	-10.00
Website	171.59	142.99	28.60
HMRC	0.00	78.00	-78.00
Bank charges	72.00	54.00	18.00
Subscriptions	308.92	308.92	0.00
Clerk expenses	120.00	45.46	74.54
Insurance	283.88	283.88	0.00
Audit	322.00	300.00	22.00
Payroll	120.00	120.00	0.00
Councillor expenses	0.00	32.27	-32.27
			-
Clerk salary	2,130.00	3,227.06	1,097.06
Office supplies	0.00	44.39	-44.39
Total Administration	4,068.39	4,686.97	-618.58
Village infrastructure			
Speed device and maintenance	2,672.00	3,649.99	-977.99
Defibrillators installation and maintenance	5,300.00	1,979.95	3,320.05
Total Village infrastructure	7,972.00	5,629.94	2,342.06
			-
Total Payments	15,840.39	18,090.00	2,249.61

Receipts

	Budget	Period Actual	Variance
Income			
VAT Repayments	0.00	0.00	0.00
Precept	13,376.00	13,376.00	0.00
Bank interest	1,000.00	893.76	-106.24
Total Income	<u>14,376.00</u>	<u>14,269.76</u>	<u>-106.24</u>
Total Receipts	<u>14,376.00</u>	<u>14,269.76</u>	<u>-106.24</u>

VAT to be reclaimed £1097.67

Agenda Item 18: Correspondence

28 February 2024

Cumbria Association of Local Councils (CALC): Wednesday update	24.01.24
Cumbria Police: Carlisle & Rural Update, January 2024	02.02.24
CALC: Royal Garden Parties 2024	06.02.24
Cumbria Office of the Police, Fire and Crime Commissioner: Winter Newsletter	12.02.24
Cumbria in Bloom Pride in Your Community Awards 2024	21.02.24
CALC: D-day 80 flag of peace - town & parish councils	22.02.24
Cumbria Fire and Rescue Community Risk Management Plan consultation	23.02.24
Cumberland Council Newsletter	24.02.24

