

CUMMERSDALE PARISH COUNCIL

To Members of the Council: you are summoned to attend a Meeting of Cummersdale Parish Council (CPC) on Monday 8 April 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) 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, after which Cumberland Council repaired some of the pot holes.
 - (ii) Village Hall & Adjacent Land: to report on any response received from the landowner regarding an alternative area to park commercial vehicles

6. Minutes – to confirm the Minutes of the meeting held on 4 March 2024 (circulated with agenda)

7. Finance**a. Bank Reconciliation**

- (i) To receive and note the bank balances to 31 March 2024 (attached)

Unity Trust Bank	31.03.24
Instant Access account	£21,763.52
Current account	£1325.00
<u>Total</u>	<u>£23,088.52</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 totaling £228.70 dated 31 March 2024 (attached)

- c. **Receipts** – to acknowledge and receive the following receipts totaling £2,053.50:
- | | | |
|-----|--|----------|
| 89 | HMRC Vat Reclaim Quarters 1 to 3 | £680.47 |
| 91 | Cumberland Council, Fells and Solway Community Panel grant for Village Hall redecoration and carpets | £1217.00 |
| 102 | Bank Interest (final quarter) | £156.03 |
- d. **Bank Mandate (Unity Bank 60-83-01 20450041 & 20450054)** – to approve the change of key contact from the former Clerk and Responsible Financial Officer, S Tarrant, to the current Clerk and Responsible Financial Officer, Joanne Wade
- e. **Easy PC Accounts**
- (i) To consider a request from the clerk for reimbursement of the fee (£12.00) for the last two months of 2023-2024
 - (ii) To consider permitting the clerk to continue using the accounting software for the forthcoming year. The fee for a parish council with a precept between £10,001 - £25,000 would be £6.50 per month/ £78 per annum.

8. 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**- to consider all recent Applications received from Cumberland Council detailed below and any other Planning Applications submitted between the circulation of this Agenda and the meeting

Application Ref: 24/0193

Proposal: Erection of replacement general agricultural storage shed

Location: 22 Smallholding, Newby Cross, Carlisle, CA5 6JP

Application Ref: 24/0161

Proposal: Replacement of 2 existing roof windows with 2 dormer windows to front elevation; Erection of garage/shed to front

Location: Mandalay, Dalston Road, Carlisle, CA2 6BX

- b. **Notices of Decision** - to note any notices of decision received from Cumberland Council

9. Annual General Meeting of the Council and Annual Meeting with Electors 7 May 2024 (7.00pm)

- a. to consider ideas for the forthcoming AGM
- b. to note that Rebecca Wood, Social Value Lead, Carlisle Southern Link Road will make a short presentation prior to the AGM commencing

10. Planters and notice board (adjacent to Village Hall) – to consider options for relocating the planters and notice board

11. Defibrillator – to consider progressing with installation of the third community defibrillator

12. Allotment Report

- a. Cllr Chicken to provide a current list of allotment holders to enable the clerk to issue tenancy agreements for 2024-2025 and update on progress collecting the annual fee due 1 April 2024.
- b. Cllr Brown to update on progress of repairs to the broken fence and replacement gate posts

13. Cumbria in Bloom 2024 – Cllr Chicken to confirm submission of two entries on behalf of the Copse and The Crescent

14. Village Hall vestibule and entrance: redecoration and replacement carpets – to note that the grant of £1217.00 has been received from the Fells and Solway Community Panel and consider progressing with the refurbishment

15. The Copse

- a. To consider updating the notice boards including Public Rights of Way information
- b. To consider options for future development including the potential addition of wild flower areas in collaboration with the Woodland Trust
- c. To consider options to prevent unauthorised access/anti-social behaviour between the Copse and access road to Pirelli

16. 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.)*

17. Date of next meeting – Tuesday 7 May 2024 at 7.00 pm in Cummersdale Village Hall (Annual General Meeting (AGM) of the Council followed by the Annual Meeting with Electors)

Agenda items to be submitted to the Clerk by Friday 26 April 2024

[Signed]

3 April 2024

JWade

Joanne Cornah Wade, Clerk to the Council

info@cummersdaleparishcouncil.org.uk

Eriskay Cottage, Bromfield, Wigton CA7 3NB

<https://cummersdaleparishcouncil.org.uk>

Consolidated bank reconciliation 7a

				Financial year ending 31/03/2024
Balances per bank statements at 31/03/2024				
Current Account				1,325.00
Deposit Account				21,763.52
Total bank balances				23,088.52
Current Account				
Uncleared payments				
Date	Customer / supplier	Reference	Amount	
30/03/2024	J Cornah Wade	93	164.10	Salary overpayment correction 1 of 2
31/03/2024	J Cornah Wade	104	-210.70	Clerk March salary
31/03/2024	J Cornah Wade	105	30.00	Salary overpayment correction 2 of 2
				-16.60
Total net balances at 31/03/2024				23,071.92
Total net balances at 31/03/2024				1,308.40
Opening balance 01.04.23				8,122.30
Total receipts				13,376.00
Total payments				-18,589.90
Total transfers				-1,600.00
Closing balance per cash book as at 31/03/24 (must equal net bank balances above)				1,308.40
Cummersdale Parish Council deposit				21,763.52
Total net balances at 31/03/2024				21,763.52
Opening balance 01.04.23				17,229.86
Total receipts				2,947.26
Total payments (VAT correction)				-13.60
Total transfers				1,600.00
Closing balance per cash book as at 31/03/24 (must equal net bank balances above)				21,763.52

Invoices for payment 7b

Cummersdale Parish Council current account

Voucher	Date	Description	Supplier / customer	Net	VAT	Total
92	31/03/2024	Account fee Jan-March	Unity Trust Bank	18.00	0.00	18.00
97	01/05/2024	Clerk April Salary	J Cornah Wade	210.70	0.00	210.70
				<u>228.70</u>	<u>0.00</u>	<u>228.70</u>



Prepared by:

Date:

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Joanne Cornah Wade Clerk & RFO

31.03.24

Approved by:

Date:

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Name and Role:

31.03.24

Approved by:

Date:

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Name and Role:

31.03.24

