

CUMMERSDALE PARISH COUNCIL

To Members of the Council: you are summoned to attend a Meeting of Cummersdale Parish Council on Monday 3 June 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. **Appointment of Vice Chair** - to appoint a Vice Chair of the Council for 2024/25
3. **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
4. **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
5. **Public participation** - to receive questions from and standing orders members of the public relating to items on the Agenda, in accordance with the Council's code of conduct
6. **External Representation** - to receive reports from Parish Council representatives on outside bodies. (If possible, Councillors to provide a written report prior to the meeting to allow distribution).
 - To receive reports from the Cumberland Councillor on any items not on the agenda
7. **Minutes of the last Cummersdale Parish Council Meeting** – to authorise the Chairman to sign, as a correct record, the minutes of the Annual Meeting of Cummersdale Parish Council held on 7 May 2024 (circulated with agenda)
8. **Review of and Adoption of Council Procedures** (circulated separately) – to review and consider the adoption of the following revised policies and procedures:
 1. Financial Regulations 2024
 2. Financial Risk Management & Insurance 2024
9. **Internal Auditors Report & Limited Assurance**
 - I. To receive and consider the internal auditors report and recommendations therein (circulated separately)
 - II. To consider if the Parish Council intends to submit its AGAR for Limited Assurance review by the external auditor Moore (appointed by Cumberland Council)
(NB Cummersdale is exempt from limited assurance review as the income and expenditure do not exceed £25,000)
10. **Annual Governance and Accountability Return Year Ending 31 March 2024** (circulated separately)
 - i. Annual Governance Statement: To consider the questions and respond accordingly before authorising the Chairman to sign Section 1 of the Annual Return for year ending March 31 2024 on behalf of Cummersdale Parish Council

- ii. Audit Accounting Statements: To consider and agree the accounting statement figures before authorising the Chairman to sign Section 2 of the Annual Return for year ending 31 March 2024 on behalf of Cummersdale Parish Council.
- iii. Statement of Variances: To note the statement of variances
- iv. Asset Register: to note the updated Asset Register 2024/25
- v. Electors Rights: to note the dates of the Exercise of Public Rights as 13.06.24 to 24.07.24

11. Finance

a. Bank Reconciliation

- I. To receive and note the monthly reconciliation and balances to 31 May 2024 (to follow)

Unity Trust Bank	
Instant Access account	£35,870.71
Current account	£341.23
<u>Total</u>	<u>£36,211.94</u>

- iii. 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 £649.36 dated 29 May 2024 (attached)

- c. **Receipts** – to acknowledge and receive the following receipt totalling £335.00:

137	29/05/24	Allotment rent	CPC	£335.00
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12. 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

- I. **Reference:** 21/0351 **Proposal:** Erection of 722no. Dwellings & public open space (Reserved Matters Application Pursuant To Outline Approval 09/0413) **Location:** Land at Morton bounded by Wigton Road, Peter Lane & Dalston Road, Carlisle
[21/0351 | Erection Of 722no. Dwellings & Public Open Space \(Reserved Matters Application Pursuant To Outline Approval 09/0413\) | Land At Morton Bounded By Wigton Road, Peter Lane And Dalston Road, Carlisle, Cumbria](#)
- II. **Reference:** 24/0296 **Proposal:** Creation Of Farm Access Track **Location:** Land to the north/east of 44 Grace Lane, Dalston Road, Carlisle, CA2 6DA
[24/0296 | Creation Of Farm Access Track | Land to the north/east of 44 Grace Lane, Dalston Road, Carlisle, CA2 6DA](#)

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

GRANTED

Reference: 24/0161 **Proposal:** Replacement of 2no. existing roof windows with 2no. dormer windows to front elevation; erection of garage/shed to front **Location:** Mandalay, Dalston Road, Carlisle, CA2 6BX

13. Access road leading to the short term car park and allotment – to consider options to finance resurfacing

14. The Copse

- a. To receive an update on progress recruiting volunteers to assist with laying woodchip and ongoing maintenance
- b. To receive an update on enquiries to Cumberland Council regarding permission to install an open swing barrier with keypad to prevent unauthorised vehicular access between the Copse and access road to Pirelli.

15. 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.)*

16. Date of next meeting – Monday 1 July 2024 at 7.00 pm in Cummersdale Village Hall (no meeting during August)

Agenda items to be submitted to the Clerk by Friday 21 June 2024

[Signed]

29 May 2024



Joanne Cornah Wade, Clerk to the Council
Eriskay Cottage, Bromfield, Wigton CA7 3NB

info@cummersdaleparishcouncil.org.uk
<https://cummersdaleparishcouncil.org.uk>

Invoices for payment 11b

Cummersdale Parish Council current account

Voucher	Date	Description	Supplier / customer	Net	VAT	Total
126	04/06/24	Data protection fee	ICO	40.00	0.00	40.00
127	30/06/24	Grass contract (June)	S Nicholson	280.00	0.00	280.00
128	04/06/24	Clerk travel expenses	J Cornah Wade	19.66	0.00	19.66
129	30/06/24	Clerk May Expenses (wfh)	J Cornah Wade	8.34	0.00	8.34
130	30/06/24	Clerk June Salary	J Cornah Wade	211.36	0.00	211.36
(131	19/05/24	Fuel expenses	R M Lowther	100.00	0.00	100.00)
<i>Payment approved 7 May 2024)</i>						
132	04/06/24	Internal Audit	David Johnson	90.00	0.00	90.00
133	18/05/24	Internal transfer	CPC deposit a/c	-500.00	0.00	-500.00
134	18/05/24	Internal transfer	CPC current a/c	500.00	0.00	500.00
135	04/06/24	Internal transfer	CPC deposit a/c	-1000.00	0.00	-1000.00
136	04/06/24	Internal transfer	CPC current a/c	1000.00	0.00	1000.00
				<u>649.36</u>	<u>0.00</u>	<u>649.36</u>



Prepared by:

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Joanne Cornah Wade Clerk & RFO

Date:

03.06.24

Approved by:

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Name and Role:

Date:

03.06.24

Approved by:

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Name and Role:

Date:

03.06.24