

## KIRKBAMPTON PARISH COUNCIL

### Minutes of the Annual Meeting of Kirkbampton Parish Council held on Tuesday 7th May 2024 at 7.30p.m.

**Present:** P S Heggie (PH), C Clark (CC), M Cunliffe (MC,) and TH Rudd (HR).

**In Attendance:** Clerk / RFO, A Dawes (AD).

**001/05/24 Election of Chairman**

Councillor Cunliffe was proposed by CC and seconded by HR to take the Chair for 202/2025, agreed unanimously.

**002/05/24 Election of Vice-Chairman**

Councillor Clark was proposed by MC and seconded by HR to take on the role for 2024/2025, agreed unanimously.

**003/05/24 Apologies for Absence:** S Edgar (SE)

**004/05/24 Requests for Dispensations & Declarations of Interest**

No requests for dispensations were received and no declarations of interest were made.

**005/05/24 Minutes of the Meeting of the Council held on 4th March 2024**

**Resolved** to authorise the Chairman to sign, as a true and accurate record, the minutes of the last meeting of the Council.

**006/05/24 Public Participation**

0 members of the public were in attendance.

**Report from Unitary Authority Councillor**

Not in attendance

**007/05/24 Administrative and Village Matters**

**Little Bampton**

Update on Bus shelter – all reported well pleased with the shelter and it was being put to good use. AD reported that receipt of the Cumberland Authority Grant was anticipated imminently. Council instructed AD to communicate thanks for the voluntary contribution made by Scott Bartram.

Update on Play Area - AD reported that he and SE had met with a local supplier and installer of Equipment and had received a quotation (amounting to in excess of £70,000) it was agreed that this would be a useful starting point for the project and would now allow SE and CC to move forward with a National Lottery application (amongst others)

**CPR Training** – AD indicated that Appleby Community Responders offer a short introduction./update/refresher “event” and Council felt inclined to hold this in an evening of approximately 1.5 hours (2 x 45 minute “sessions”) either on a Tuesday or a Wednesday (suitable dates to be arranged) and a definite date agreed at the next meeting for inclusion in the parish Magazine to raise awareness.

**Fraud Prevention** – council agreed with an outline proposal to include this item in the next “Meet and Greet” session to be held on a Saturday sometime in September and also to enquire about Health Professional availability for the event from the Croft Surgery.

#### **King’s Portrait**

AD advised Council that he had spoken to the Village Hall representative to seek an appropriate hanging place within the Village Hall for the Portrait.

**008/05/24**

#### **Programme of meetings**

The calendar of meeting dates for the council year 2024/25 was agreed

Monday 1 July 2024

Monday 2 September 2024

Monday 4 November 2024

Monday 6 January 2025

Monday 3 March 2025

Monday 6 May 2025 (New Council Year)

**009/05/24**

#### **Review of Policies and Procedures**

Council considered the review, undertaken by the clerk, of the Council’s Standing Orders, Financial Regulations [Revised Model only just received] , Complaint’s procedure; procedures and practices in respect of Freedom of Information and data protection legislation; and policy for dealing with the press/media and agreed no changes at this time

**010/05/24**

**Highways matters** – no further discussion other than to report a few potholes had received some attention and that AD should (yet again) press the Highways Department for some action with regard to the Speed Sign outside school. CC to also register this on the Highways site.

AD to investigate ownership and price paid/supplier etc.

**011/05/24**

#### **Finance Matters**

Council confirmed approval for the Clerk to authorise internet banking payments and for the direct debits to continue.

AD reported that the first half of the Precept for 2025 had been received

#### **Annual Governance and Accountability Return 2023/24 Internal Auditors Report**

Council accepted the end of year internal auditors report for the financial year 2023/24

#### **Certificate of Exemption**

Council resolved to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 and authorised the Chairman to sign, and the RFO to submit a Certificate of Exemption to the External Auditor following confirmation that gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2024.

### **Annual Governance Statement**

Council approved the Annual Governance Statement 2023/24 and authorised the Chairman to sign the Annual return.

### **Accounting Statements**

Council approved the Accounting Statements 2023/24 and authorised the Chairman to sign the annual return.

**012/05/24**

### **Date of Next Meeting**

Resolved that the next meeting(s) of the Parish Council will be held in Kirkbampton Village Hall on Monday 1st July 2024 at 7.30pm.

**There being no further business, the meeting was closed at 8.50pm.**