

KIRKLINTON PARISH COUNCIL

Minutes of the Annual General Meeting of Kirklington Parish Council held at Fir Ends School on Tuesday 6 May 2014.

PRESENT

I Armstrong, M Jack, D Allan, Mrs B Irving, Mrs M White, Mrs M Story, A Smith and T Wigham

ELECTION OF CHAIR AND VICE-CHAIR

Following a request for nominations for the position of Chairperson and Vice-Chairperson, Mr I Armstrong and Mr M Jack were elected to serve as Chairperson and Vice-Chairperson respectively for the ensuing year.

APOLOGIES

None.

REQUESTS FOR DISPENSATIONS

No requests received.

DECLARATION OF INTERESTS

Mrs M Story declared an interest in Item (9) (2) – Grant to Kirklington with Hethersgill Parochial Church Council.

PLANNING SUB-COMMITTEE

It was agreed that the membership of the Planning Sub-Committee should remain unchanged for the ensuing year.

MINUTES of the Meeting held on Tuesday 4 February 2014 were approved as a correct record and duly signed by the Chairperson.

MATTERS ARISING

(a) Play area – monthly inspections

Weekly Inspection Sheets were issued to the next Members on the rota.

(b) Highways Issues

The Clerk reported that all but one of the issues raised by the Parish Council had been attended to by the Highways Authority. The one outstanding issue was the condition of the grass verges at both ends of the lay-bye in front of the School. The Clerk was asked to send a further reminder.

(c) New Swing Seats

The Clerk reported that he had obtained some prices for the replacement of two swing seats and that Councillor Judy Prest had agreed to consider a grant for their purchase.

Mr Armstrong proposed that some additional drainage work would be beneficial as the previous work had been successful. It was agreed that Mr Armstrong should prepare a proposal with costings and that the Clerk should identify possible funding sources for further consideration.

INCOME AND EXPENDITURE 2014/15

The Income and Expenditure position as at 6 May 2014 compared with the approved Budget was noted.

PAYMENTS, SUBSCRIPTIONS AND RECEIPTS

The following payments were approved:

- (1) Insurance Premium to AON Uk Ltd - **£345.20**
- (2) Grant to Kirklington PCC re grass cutting in Kirklington Churchyard 2014 - **£500.00**
- (3) Annual Subscription to CALC for 2014/15 - **£152.00**
- (4) The Clerk's Salary (**£630.63**) & Expenses (**£29.37**) for 2013/14

The following receipts were noted:

- (1) **£1880.00** Precept for 2014/15 from Carlisle City Council

The following request for financial assistance was denied:

- (1) Toma Fund – Children's Cancer Charity

FINAL OUT-TURN 2013/14 AND AUDIT FOR THE YEAR ENDING 31 MARCH 2014

(1) Final Out-turn for 2013/14

A Report setting out the Final Out-turn (Income and Expenditure) for 2013/14 compared with the agreed budget was approved and the Accounts duly signed by the Chairperson and the Parish Council's Responsible Financial Officer (The Clerk).

(2) Final Out-turn - Section 2 'Statement of Assurance' of the Annual Return for the year ending 31 March 2014.

The questions set out in Section 2 of the Annual Return were considered in detail, following which it was agreed that all the questions should be answered in the affirmative, whereupon the Chairperson and Responsible Financial Officer signed the Statement.

(3) Annual Return and attachments for submission to the Auditor.

The Clerk confirmed that the Accounts would be audited by the Parish Council's Internal Auditor (Mr K Stewart) and that the Annual Return would be endorsed to that effect. Subject to any comments by the Internal Auditor the Annual Return and associated attachments were approved for onward transmission to the External Auditor. Notices as required by the Regulations would be posted on the public Notice Board.

(4) Appointment of Internal Auditor for 2014/15

It was agreed that Mr K Stewart should again be asked to undertake the duties of Internal Auditor for 2014/15

PLANNING APPLICATIONS

(a) Application No. 14/0051 (Fir Ends School)

Change of use of land: Formation of enclosed multi use games area(MUGA) – all weather games surface with 3 metre high security fence incorporating 4no. 6.7 metre high floodlights at Fir Ends School, Smithfield.

The observations of the Planning Sub-Committee and the decision of the Planning Authority were noted.

(b) Application No. 14/0059 (Mr A Irving)

Erection of agricultural storage building (Retrospective) at East Cliff, Kirklington, Carlisle

The observations of the Planning Sub-Committee and the decision of the Planning Authority were noted

(c) Application No: 14/0094 (Mr M Bowker)

Erection of 2no semi-detached dwellings to be used as agricultural workers dwellings at Hetherside Kirklington, Carlisle

The observations of the Planning Sub-Committee and the decision of the Planning Authority were noted.

CARLISLE DISTRICT LOCAL PLAN – STAGE TWO CONSULTATION

The Clerk highlighted the main proposals in as much as they related to the parish of Kirklington and Smithfield village. The proposals regarding the potential area of expansion of the village to the east and west which would put the school in a more central position were generally supported should demand for such an extension ever materialise in the future.

EXTERNAL AUDIT AND DATA TRANSPARENCY CONSULTATION

The Clerk outlined the Government's proposals regarding a new audit framework for smaller authorities including Parish Councils. Instead of sending the Annual Return to an external auditor, which currently incurs no charge to the Parish Council, it is proposed that all documentation regarding meetings (Agendas, Minutes and papers prepared for meetings), Councillors duties and all financial documents (Annual Return and Invoices) should be made available on-line to the general public. The accounts would still be audited internally as at present.

It was generally agreed that the new proposals would inevitably result in additional time and expenditure which was unacceptable for such a small parish council. Members much preferred a system that enabled any member of the public to inspect the documentation on request.

The Clerk was authorised to submit the Parish Council's comments along these lines.

CUMBRIA PLAYING FIELDS ASSOCIATION

The dissolution of this association was noted.

CORRESPONDENCE

A schedule of the correspondence received since the last meeting was noted.

DRAINAGE PROBLEM ON THE RIGG HEAD TO HETHERSIDE ROAD

The Clerk was asked to raise the Parish Council's concerns regarding a blocked/damaged drain on this road.

DATE OF NEXT MEETING - Tuesday 1 July 2014