

## KIRKBAMPTON PARISH COUNCIL

### Minutes of the Annual Meeting of Kirkbampton Parish Council held on Tuesday 6th May 2025 at 7.30p.m.

**Present:** C Clark (CC), M Cunliffe (MC), S Edgar (SE), and TH Rudd (HR).

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

**001/05/25 Election of Chairman**

Councillor Cunliffe was proposed by HR and seconded by CC to take the Chair for 2025/2026, agreed unanimously.

**002/05/25 Election of Vice-Chairman**

Councillor Clark was proposed by MC and seconded by HR to take on the role for 2025/2026, agreed unanimously.

**003/05/25 Apologies for Absence:** None, however Council Members asked if the Clerk would record the thanks of the Council to Peter Heggie for his work as a councillor and chairman.

**004/05/25 Requests for Dispensations & Declarations of Interest**

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

**005/05/25 Minutes of the Meeting of the Council held on 3rd March 2025**

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

**006/05/25 Public Participation**

0 members of the public were in attendance.

**Report from Unitary Authority Councillor**

Not in attendance

**007/05/25 Administrative and Village Matters**

**Little Bampton**

Update on Play Area - AD reported that he had received confirmation from fund provider [CWMET] that the organisation could apply to them for Grant funding. Cllrs. Clark and Edgar will complete the form and the application to Cumberland Council.

**Studholme**

Council members instructed the Clerk to contact Carmell Shepherd and ask them not to pursue any further action on Mr Armstrong.

Clerk to provide a "Mock-up" of a sign to be placed at a point close to the "entrance" to the Common land.

**M.P.**

Still no response to the request for the M.P. to attend.

Clerk to continue to persue.

**008/05/25 Programme of meetings**

The calendar of meeting dates for the council year 2025/26 was agreed

Monday 7 July 2025

Monday 1 September 2025

Monday 3 November 2025

Monday 5 January 2026

Monday 2 March 2026

Tuesday 5 May 2026 (New Council Year)

**009/05/25 Review of Policies and Procedures**

Council considered the review, undertaken by the clerk, of the Council's Standing Orders, Financial Regulations, 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

**010/05/25 Highways matters – no further additions**

**011/05/25 Finance Matters**

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

AD reported that the Precept for 2026 had been received

**Annual Governance and Accountability Return 2024/25 Internal Auditors Report**

Council accepted the end of year internal auditors report for the financial year 2024/25

**Annual Governance Statement**

Council approved the Annual Governance Statement 2024/25 and authorised the Chairman to sign the Annual return.

**Accounting Statements**

Council approved the Accounting Statements 2024/25 and authorised the Chairman to sign the annual return.

**Donation**

Council agreed to the request regarding Watchtree for storage facility "up to £250" Clerk to communicate with Watchtree.

**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 7th July 2025 at 7.30pm.

**There being no further business, the meeting was closed at 8.45pm.**