



Chairman: Cllr Harry Kay

**Clerk: Sarah Kyle
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13 March 2018

Dear Councillor

There will be a meeting of Hethersgill Parish Council on Tuesday 20th March 2018 in the Parish Hall, Hethersgill at 7.30pm. This is a public meeting and all are welcome to attend.

Yours sincerely

Sarah Kyle, Clerk to the Council

Agenda

- 1. Apologies for Absence**
- 2. Minutes of the meeting of the Parish Council held on 16th January 2018**
To receive and agree the minutes of the last meeting of the Parish Council
- 3. Request for Dispensations**
The clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.
- 4. Declarations of Interest**
To receive declarations by members of interests in respect of items on this agenda.
- 5. Public Participation**
 - 5.1** To receive comments and representations from members of the public in relation to any item on the Agenda, at the discretion of the Chairman.
 - 5.2** To receive reports from City and County Councillors.
- 6. Administrative Matters**
 - 6.1 Broadband**
To receive feedback from the Digital Inclusion Workshop and consider any updates regarding matters in the parish
 - 6.2 Hallburn Wind Farm Community Benefit Fund**
To receive a verbal update regarding the February funding round and August arrangements
 - 6.3 Standing Orders and Financial Regulations**
To consider a review of the above documents, with no changes proposed to either
 - 6.4 Internal Audit Documents**
To consider adopting the updated documents and to review the effectiveness of the internal audit:
 - internal audit checklist
 - internal audit plan
 - internal auditor terms of reference
 - asset register
 - risk assessment

6.5 Internal Auditor

To consider the continuing appointment of Mrs P Cronin as internal auditor for the financial year 2017/18 and until further notice.

6.6 Fidelity Insurance Guarantee

To consider the adequacy of the above

6.7 General Data Protection Regulations

To:

- receive a verbal report regarding the requirements of the new legislation;
- authorise delegation to the Clerk for reasonable expenditure and measures necessary to ensure compliance;
- note Cllr's signatures to confirm receipt of the "Preparing for GDPR" 12 step summary; and
- to consider the appointment of a DPO and authorise expenditure as necessary

6.8 Electoral Review of Carlisle: Warding Arrangements

To consider the Parish Council response

7. Planning Matters

18/0165 The Square, Kirklington, Carlisle, CA6 6DN - Erection Of Single Storey Extension To Provide Kitchen/Dining Room

To consider the Parish Council response

18/0217 3 Netherfield, Kirklington, Carlisle, CA6 6DU - Demolition Of Existing Side Extension And Detached Garage; Erection Of Two Storey Side/Rear Extension And Ground Floor Rear Extension To Provide Workshop, Utility, Living Room And Kitchen/Dining Room On Ground Floor With 2no. Bedrooms Above

18/0219 The Ash, Kirklington, Carlisle, CA6 6DX - Erection Of Replacement Garage/Store (Revised Application)

8. Highways Matters

8.1 Updates

To review on-going Highways issues and give an opportunity for Councillors to bring to the attention of the Clerk any new issues to be reported.

9. Finance Matters

9.1 Accounts to end February 2018

To note the accounts to date

9.2 Payments

To consider approving payments in accordance with the payment schedule and authorise two councillors to sign

9.3 Receipts

To note the receipt of £202.84 from HMRC (VAT return)

10. Councillor matters

An opportunity for Councillors to raise issues on behalf of residents.

Note: no decisions can be made on these matters but they may be placed on a future agenda of the Council.

11. Schedule of Correspondence, notices and publications

To note correspondence, notices and publications received since the last meeting:

- Wetheral Neighbourhood Plan Consultation
- ACT Gazette
- CALC February & March Newsletter

12. Date of the next meeting:

To resolve that the Annual Meeting of the Parish Council will take place on 15th May 2018 in Hethersgill Parish Hall. The meeting will directly follow the closure of the Annual Parish Meeting which will commence at 7.30pm.