



Chairman: Cllr A Sisson

**Clerk: Sarah Kyle
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13th July 2022

A meeting of Hethersgill Parish Council will take place on **Tuesday 19th July 2022 in the Parish Hall Hethersgill at 7.30pm.**

This is a public meeting and all are welcome.

Yours faithfully

Sarah Kyle
Clerk and Responsible Financial Officer

Agenda

- 1. Apologies for absence:** to receive written apologies and approve reasons for absence
- 2. Declarations of Interest and Request for Dispensations:**
 - a) 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 and to;
 - b) receive declarations by members of interests in respect of items on this agenda
- 3. Minutes of the meeting of the Parish Council held on 17th May 2022**

To receive and approve the accuracy of the last minutes of the Parish Council and to authorise the Chairman to sign
- 4. Co-option of New Councillor**

To resolve to approve the co-option of Jonathan Bryant with immediate effect
- 5. Public Participation**

In accordance with Standing Order 3e the Chairman will, at her discretion:

 - a) invite members of the public to address the meeting in relation to the business to be transacted at this meeting and;
 - b) receive reports from City and County Councillors
- 6. Administrative Matters**
 - 6.1 Broadband**

To consider any update with improvements in the parish
 - 6.2 Parish Survey**

To consider any further expenditure necessary to continue community projects

6.3 Emergency Planning

To consider any action necessary to complete the CALC requested planning document

7. Highways Matters

7.1 Updates

To verbally update on previously reported matters and bring new issues to the attention of the Clerk

7.2 Balsam Bashers

To consider authorisation of further expenditure as required

8. Finance Matters

8.1 Payments

To resolve to authorise the payments below:

- Mrs LE Millington, hanging basket classes, £157.16
- CALC, training, £15.00
- B Smith, noticeboard repairs, £30.00
- S Kyle, June salary, £233.36
- S Kyle, July salary, £233.36
- HMRC, June PAYE, £58.40
- HMRC, July PAYE, £58.40
- A Gash, refreshments, £59.94
- L Little, refreshments, £17.31
- C Williams, balsam equipment, £35.99
- HSBC, June/July bank charges, £16.00

9. Planning Matters:

22/0327 Irvings Croft, Hethersgill, Carlisle, CA6 6EH - Single Storey Rear Extension To Provide Additional Living Accommodation

To note permission has been granted

22/0460 Former Bolton Fell Peat Works, Hethersgill, Carlisle CA6 6JL - Construction Of Drainage Works; Viewing Shelter, Study Shelter And Security Improvements

To resolve to note that the Clerk responded under delegated powers with no representation

10. Councillor Matters: To bring to the attention of the Clerk any new issues on behalf of residents

Note: no decisions can be made on these matters, but the Clerk may make investigations and/or they may be placed on a future agenda of the Council. Future agenda items should be submitted to the Clerk by 12th September 2022

11. Date of Next Meeting

To resolve that the next meeting of the Parish Council will take place at 7.30pm on Tuesday 19th September in Hethersgill Parish Hall.

Members are reminded that, in accordance with the code of conduct, they are required to declare any disclosable pecuniary interests or other registrable interests on a 'notification by member of pecuniary and other registrable interests' form. The code places a duty on all parish councillors to ensure that the information given in their notice of interest is current and it is a breach of the code should parish councillors fail to give further notice in order to ensure that their personal interests form is up to date. Members are therefore politely reminded of the need to complete a new form in respect of any change to their interests, including changes of employment, ownership or renting of property within 28 days of any change taking place.

HETHERSGILL PARISH COUNCIL

Minutes of the Annual Meeting held on Tuesday 17th May 2022 at 7.30pm in the Parish Hall, Hethersgill

Present Cllr A Sisson (Chairman), Cllrs S Barrett, F Heaton, A Gash, M Irving, A Oswin, A Smith and C Williams.

In Attendance The Clerk, S Kyle.

ACTION

078/22 Election of Chairman for the Council Year 2022/23

Resolved to elect Cllr A Sisson as Chairman for the Council year 2022/23. Cllr Sisson signed the Declaration of Acceptance of Office.

079/22 Appointment of Vice-Chairman

Resolved to appoint Cllr C Williams as Vice-Chairman for the Council year 2022/23. Cllr Williams was thanked for chairing the last PC meeting.

080/22 Apologies for Absence

Apologies were received from County Cllr J Mallinson and City Cllr D Shepherd.

081/22 Request for Dispensations and Declarations of Interest

No requests for dispensations were made. Cllr Irving declared a pecuniary interest in planning application 22/0327.

082/22 Minutes of a Meeting of the Parish Council held on 15th March 2022

Resolved that the Chairman be authorised to sign the minutes of the last Parish Council meeting as a true record.

083/22 Co-option of New Councillor

An application to fill the vacancy remaining from the last election had been made by two residents: Jonathan Bryant and Clive Elliott. It was noted that Cllr Smith's position will become vacant later in the year, upon his moving from the parish; consideration will be given to replacement arrangements at that time.

Resolved to co-opt Jonathan Bryant at the July meeting.

084/22 Public Participation

No members of the public were present. The excellent turnout of the number of residents at the public meeting held in April was acknowledged.

085/22 Administrative Matters

085.1 Broadband

A suggestion for the installation of broadband in the Village Hall was made; a letter is to be sent to the Committee offering support and backing for its provision.

Cllr Gash updated members on the Project Gigabit initiative and holds contact details should anyone require them.

Signed (Chairman).....
19th July 2022

085.2 Parish Survey

Approximately fifty residents had attended the open meeting to discuss the results and initiatives arising from the parish survey. Some progress had been made with groups, classes, and initiatives:

- A yoga group will be commencing in June; consideration is to be made to the purchase of yoga mats.
- A walking group has met once and is planning another route.
- Costs for a license for a film club were discussed, being up to £120 per event.
- A singing group has met; expenses for the tutor are to be offered.
- A hanging basket workshop is to take place; it was agreed that there would be a subsidy of £10 per Hethersgill resident.
- A Cumbria Farmhouse Odyssey talk will be offered; the Parish Council to cover the hall hire costs.
- A craft class is to be set up.
- A book club is being investigated.
- A rounders match will be considered.

A suggestion has also been received to put flower boxes onto the entrance signs in the village, noting that the land belonged to Highways.

Consideration is also to be given as to how housebound members of the parish can be included.

Resolved that a login be issued to Cllr Irving to update the website and that the Parish Council cover activity expenses as agreed above.

SK
MI

Cllr Gash left the meeting at 8.10pm.

085.3 Queen's Platinum Jubilee Beacons 2nd June 2022

Consideration was given to moving the planted Rowan tree; however the lack of alternative locations was accepted. A plaque is to be investigated to be displayed alongside it.

The programme of events for the weekend was noted, with a refreshment evening with chippy van and ice creams on the Wednesday followed by the beacon lighting on the Thursday evening, and church service on the Sunday.

Resolved to investigate the purchase of a life-sized Queen for photo opportunities and to authorise up to £50 for the attendance of a photographer for the Sunday celebrations.

AS
MI

085.4 Programme of Meetings

Resolved to agree the calendar of meeting dates for the council year 2022/23 as Tuesday 19 July 2022, Tuesday 20 September 2022, Tuesday 15 November 2022, Tuesday 17 January 2023, Tuesday 21 March 2023 and Tuesday 16 May 2023 (TBC - New Council Year).

085.5 Review of Policies and Procedures

Resolved to agree the review undertaken by the clerk of the Council's Standing Orders, Financial Regulations, Complaints procedure; procedures and practices in respect of Freedom of Information and data protection legislation; and policy for dealing with the press/media and to agree no changes are recommended at this time.

Signed (Chairman).....
19th July 2022

086/22 Highways Matters**086.1 Updates**

No updates were available

086.2 Balsam Bashers

Cllr Williams reported progress with an information board for display at the Village Hall; consent for its installation is to be confirmed directly with the Committee with provisional costs for expenditure authorised.

It was noted that £202.34 had been spent on safety equipment. Volunteers are still required for the dates which have been organised, noted as 26/28 May and 13/26 June.

Resolved to ensure an updated risk assessment is sent to the working group for the picking.

SK

087/22 Finance Matters**087.1 Payments**

Resolved to approve payments, including retrospective payments, as follows:

- Sarah Kyle, April Salary, and reimbursements, £236.38
- Sarah Kyle, May Salary, £233.36
- HMRC, April PAYE, £58.20
- HMRC, May PAYE, £58.40
- Stanwix Rural Parish Council, SLCC Contribution, £24.00
- HSBC, bank charges, £8.00
- CALC, Subscription, £148.86
- BHIB Insurance, £362.26
- Simon Barrett, rowan tree, £15.60
- YPO, balsam bashers, £58.80
- Christine Williams, balsam bashers, £117.35

087.2 Receipts

Resolved to note the receipt of £7000 precept from Carlisle City Council.

088.3 Internet Banking

Resolved to reconfirm approval for the Clerk to authorise internet banking payments and for the direct debit for ICO payments to continue.

088/22 Annual Governance and Accountability Return 2021/22**088.1 Internal Auditors Report**

Resolved to accept the end of year internal auditors report for the financial year 2021/22, which had been circulated alongside the agenda.

088.2 Certificate of Exemption

Resolved that the Parish Council wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 and to authorise 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 2022.

Signed (Chairman).....
19th July 2022

088.3 Annual Governance Statement

Resolved to approve the Annual Governance Statement 2021/22 and authorise the Chairman to sign the Annual return.

088.4 Accounting Statements

Resolved to approve Accounting Statements 2021/22 and authorise the Chairman to sign the annual return.

089/22 Planning Matters

22/0327 Irvings Croft, Hethersgill, Carlisle, CA6 6EH - Single Storey Rear Extension to Provide Additional Living Accommodation

Resolved not to make any representations on the application. *(Cllr Irving left the room for this item only).*

090/22 Councillor Matters

Cllr Irving reported a complaint that a parish bridleway was not being kept in order. This is to be reported to the County Council for action.

Cllr Heaton reported the streetlight at Netherfield was still out of order; this is to be re-reported.

Cllr Williams enquired as to why the noticeboard at the crossroads was not updated; it was confirmed the key lock requires repairs and will be actioned as soon as possible.

Cllr Sisson noted that householder packs remain available should anyone wish to distribute copies.

091/22 Date of Next Meeting

Resolved that the next meeting of the Parish Council will take place on Tuesday 19th July in Hethersgill Parish Hall at 7.30pm.

There being no further business the Chairman closed the meeting at 8.57pm.

Signed (Chairman).....
19th July 2022