



Clerk: **Allan Dawes**  
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**Chair: Cllr C Williams J P**

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Dear Councillor

You are summoned to attend a meeting of Hethersgill Parish Council to be held on **Tuesday 20th May 2025 immediately following the Annual Parish Meeting in the Parish Hall, Hethersgill.** Please confirm, in writing, if you are unable to attend.

Allan Dawes  
**Clerk and Responsible Financial Officer**

#### Agenda

1. Election of Chair for the Council Year 2025/26  
The successful nominee will sign the declaration of acceptance of office
2. Appointment of Vice-Chair
3. Apologies for absence: to receive written apologies and approve reasons for absence
4. 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
5. Minutes of the meeting of the Parish Council held on 18th March 2025  
To receive and approve the accuracy of the last minutes of the Parish Council and to authorise the Chair to sign.
6. Public Participation  
In accordance with Standing Order 3e the Chair will, at their 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 the Cumberland Councillor

## 7. Administrative Matters

### 7.1 Community Led Plan Update

### 7.2 I.T. and E-Mail Update

### 7.3 V.E. Day Celebration Report on event

### 7.4 Cumbria in Bloom Decision on participation

### 7.5 Review of Policies and Procedures

To consider 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.

### 7.6 Highways Matters

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

## 8. Programme of Meetings

To consider the proposed meeting dates for the forthcoming Council year, being:

- 15th July 2025
- 16th September 2025
- 18th November 2025
- 20th January 2026
- 17th March 2026

## 9. Planning Matters

### **Appn Ref: 25/0178**

Location: Kirklington Hall, Kirklington, Carlisle, CA6 6BB

Re-Roofing Of Main Hall With Temporary Profile Sheet In Anthracite Grey;

Clear Perspex Sheeting To Existing Window Openings; Refurbishment Of Existing Doors

### **Appn Ref: 25/0073**

Location: Kirklington Hall, Kirklington, Carlisle, CA6 6BB

Variation Of Conditions 4 (Opening Hours) and 6 (Installation of Roof, Windows and Doors)

Of Previously Approved Permission 24/0434 (Change Of Use To Mixed Use And Events;

Reroofing Of Main Hall With Internal Alterations)

## 10. Finance

### **10.1 To resolve to authorise the payments below:**

- A Dawes, April salary and Expenses £377.25
- YPO Stationery £34.49
- HMRC, April PAYE £85.00
- Unity, bank charges (monthly), £6.00

## **10.2 Receipts**

To note the receipt of the precept of £7,800 from Cumberland Council

## **10.3 Internet Banking**

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

# **11. Annual Governance and Accountability Return 2024/25**

## **11.1 Internal Auditors Report**

To consider accepting the end of year internal auditors report for the financial year 2024/25

## **11.2 Certificate of Exemption**

To resolve 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 Chair 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 2025

## **11.3 Annual Governance Statement**

To approve the Annual Governance Statement 2024/25 and authorise the Chair to sign the Annual return.

## **11.4 Accounting Statements**

To approve Accounting Statements 2024/25 and authorise the Chair to sign the annual return

# **12. 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.

# **13. Date of Next Meeting**

To resolve that the next meeting of the Parish Council will take place at on Tuesday 15th July at 7.30pm in Hethersgill Parish Hall.