

**HETHERSGILL PARISH COUNCIL**

**Minutes of a Meeting held on 19th March 2019 in the Parish Hall, Hethersgill at 7.30pm**

**Present** Cllrs H Kay (Chairman), S Barrett (entered 7.43pm), N Elliott, A Gash, G Houston, A Oswin, A Sisson and C Williams.

**ACTION**

**874/19 Apologies for Absence**

Apologies for absence were received and accepted from Cllr F Heaton.

**875/19 Request for Dispensations**

No requests were received.

**876/19 Declarations of Interest**

No declarations of interest were made.

**877/19 Minutes of the meeting of the Parish Council held on 20th November 2018**

**Resolved** that the Chairman be authorised to sign the minutes of the last Parish Council meeting as a true record. It was noted that the January meeting had been cancelled due to unforeseen circumstances.

**878/19 Public Participation**

No members of the public were present.

**879/19 Administrative Matters**

**879.1 Broadband**

It was noted that there was significant activity with road closures being scheduled and Open Reach vans present in the area. It was reported that the cabinet for the main road was now connected.

**879.2 Kirklington Hall**

The Planning Officer had confirmed he was in the process of arranging a meeting with the owner of the above to discuss ongoing concerns.

**879.3 War Memorial**

It was confirmed that a grant application has been submitted to the Hallburn Wind Farm fund to undertake restoration works at the above, the result of which is still unknown.

**879.4 Hallburn Wind Farm Grant Scheme**

It was noted that the panel to discuss applications had met and results should be made known to applicants within the month.

**879.5 Electoral Review of Carlisle: Final Recommendations**

It was noted that the review of the ward boundaries had taken place and the results circulated to Cllrs, with confirmation that three ward Cllrs will be appointed to the parish from May 2019.

*Cllr Barrett entered the meeting at 7.49pm.*

**879.6 Standing Orders and Financial Regulations**

**Resolved** to adopt updated standing orders with immediate effect. Also **noted** that the Clerk had undertaken a review of the Financial Regulations with no changes required to them at present.

**879.7 Internal Audit Documents**

**Resolved** to adopt updated documents as follows and to accept the review of the effectiveness of the internal audit:

Signed (Chairman).....  
18th September 2018

- internal audit checklist
- internal audit plan
- internal auditor terms of reference
- asset register
- risk assessment

#### **879.8 Internal Auditor**

**Resolved** to continue the appointment of Mrs P Cronin as internal auditor for the financial year 2018/19 and until further notice.

#### **879.9 Fidelity Insurance Guarantee**

**Resolved** that the above has been reviewed and is adequate.

#### **879.10 Elections 2019**

It was **noted** that nomination papers for the forthcoming elections have been circulated to those who requested them and that they need to be completed and submitted to the Civic Centre before 4pm on 3<sup>rd</sup> April 2019.

#### **880/19 Planning Matters**

**18/1060 Bramley Cottage, Uppertown, Kirklington** - Part demolition of store and erection of single storey extension to provide a porch, office, utility, garage and bedroom.

**Resolved** to note that the Clerk responded under delegated powers with "no representation" and permission has subsequently been granted.

#### **881/19 Highways Matters**

##### **869.1 Updates**

**Cllr Oswin** reported damage to the verges, leading to flowing water on the road. Water also appears to be running into a service manhole. It was agreed that the size of agricultural vehicles is not proportionate to the size of the roads in the area but it anticipated that Highways will not be willing to act on the verge repairs very quickly.

**Cllr Gash** reported that the road from Sikeside to Uppertown was in poor repair. The road to Bolton Fell End was in a similar state of disrepair.

Cllrs were encouraged to report any problems directly to the Highways hotline.

**Cllr Elliott** noted that there was a join in the road on the C1005 east of High Dubwath that appears to be splitting.

#### **882/19 Finance Matters**

##### **882.1 Statement of Accounts to 28th February 2019**

**Resolved:** To receive and note the statement of accounts to date which had been circulated alongside the agenda. The balance at bank at 28 February is £5,718.63.

It was **resolved** to ringfence the unclaimed donations for the Social Committee, Church and Village Hall to carry forward to 2019/20. It was also agreed to credit the outstanding payment to the former website provider as the invoice remained unrepresented some years after agreement.

##### **882.2 Clerk's Salary**

**Resolved:** To agree implementation of the new National NJC pay scales, effective 1 April 2019 with a £146.28 increase annually.

Signed (Chairman).....  
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**882.3 Payments**

**Resolved** to approve payments and authorise two councillors to sign the payment schedule. Payments being:

- Sarah Kyle, January salary, £213.39
- Sarah Kyle, February salary, £213.19
- Sarah Kyle, March salary plus reimbursements for postage, £230.50
- HMRC, Jan/Feb PAYE, £106.60
- HMRC, March PAYE, £53.40

Payments for the Clerk's salary for the first month of 2019/20 were also approved.

**883/19 Councillor Matters**

No other matters were brought to the attention of the Council.

**884/19 Schedule of Correspondence, notices and publications**

A schedule of notices and publications received since the last meeting and not otherwise on the agenda were received and noted.

Cllrs Gash and Williams noted they planned to attend the Solway Aviation Museum open day; the Clerk to confirm.

**885/19 Date of Next Meeting**

**Resolved** that the Annual Meeting of the Parish Council be held on Tuesday 21<sup>st</sup> May 2019 in the Parish Hall, Hethersgill. The meeting will directly follow the Annual Parish Meeting which will commence at 7.30pm.

There being no further business the Chairman closed the meeting at 8.08pm, noting his thanks to all Cllrs and the Clerk for their work over the years he has served, having taken the decision not to stand for the forthcoming elections. Cllr Houston also thanked everyone, having also decided not to stand.

Signed (Chairman).....  
18th September 2018