

## **KIRKOSWALD PARISH COUNCIL**

Chairman: Mr J D Little (01768) 898226 1 Garth Hill  
Castle Carrock  
Clerk: Mrs R Lytollis (01228) 670451 Brampton  
Cumbria  
CA8 9NE

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Annual General Meeting of Kirkoswald Parish Council held on Tuesday 10<sup>th</sup> May, 2011 in Kirkoswald Church Institute at 7.00pm, followed by the ordinary monthly meeting.

**PUBLIC OPEN MEETING** (15 Mins)- Members of the public can address the Council on any issues that they wish to draw to their attention. Afterwards, they cannot interject in the meeting.

PRESENT: Mr N Jackson Mr J Haugh Mrs P Bowman  
Mr R Cranston Mr J R Raine Mrs K Raine  
Mrs W Smith Mrs R Lytollis (Clerk)

PUBLIC: Mrs J Tea, Mr G Brown & Mr J Little

### **Draft Minutes**

#### **ANNUAL GENERAL MEETING**

1. **To elect a Chairman for Council Year 2011/12:** Mr J R Raine proposed Mrs P Bowman. This was seconded by Mrs K Raine. Agreed by a unanimous vote. **3238**
2. **To receive the Chairman's signed Declaration of Acceptance of Office-** Mrs P Bowman signed the Declaration of Acceptance of Office. She then chaired the meeting. **3239**
3. **To elect a Vice Chairman for Council Year 2011/12-** Mrs I Henderson had asked that Mrs K Raine be nominated in her absence. This was seconded by Mr J R Raine. Agreed by a unanimous vote. **3240**
4. **To co-opt new councillors to fill any vacancies where necessary-** Following the elections there were three vacancies on the Parish Council (two from Renwick ward and one from Kirkoswald). It was decided to co-opt Mrs J Tea (proposed by Mr J R Raine, seconded by Mrs W Smith, unanimous vote), Mr G Brown (proposed by Mr R Cranston, seconded by Mr J Haugh, unanimous vote) and Mr J Little (proposed by Mr N Jackson, seconded by Mrs P Bowman, unanimous vote). **3241**
5. **To receive apologies-** Mr R W Raine & Mrs I Henderson **3242**
6. **To resolve to accept the minutes of the last AGM held on Tuesday 11<sup>th</sup> May, 2010 as a true record**

It was resolved to accept the minutes of the last AGM held on Tuesday 11<sup>th</sup> May, 2010 as a true record (proposed by Mrs K Raine, seconded by Mr R Cranston, unanimous). **3243**

- a. **Chairman's Report-** Mr J Little read his report for the last year. He highlighted hard work which is currently being done on broadband links and a parish website by volunteers within the parish.

Mrs P Bowman thanked Mr J Little for all his hard work and happy and productive meetings whilst Chairman.

7. **To appoint representatives to outside bodies**- It was agreed that Mr J R Raine should remain as parish highwayman (proposed by Mr J Little, seconded by Mrs J Tea, unanimous vote) **3244**
8. **To appoint committees and sub-committees**- **3245**
- Parish Land committee- Mr J Haugh, Mr N Jackson, Mr J R Raine, Mrs J Tea & Clerk
  - Village Hall Committee- Mr J Haugh to represent the Parish Council on the Committee
  - Parish Plan- Mrs W Smith agreed to carry as a representative for the Parish Plan.

## **PARISH COUNCIL MEETING**

1. **To receive any declarations of interest**- none **3246**
2. **To authorise the Chairman to sign the minutes of the meeting held on Tuesday 12<sup>th</sup> April, 2011 as a true record**- It was resolved to authorise the Chairman to sign the minutes of the meeting held on Tuesday 12<sup>th</sup> April, 2011 as a true record (proposed by Mrs J Tea, seconded by Mr G Brown, unanimous vote by all those present at the last meeting). **3247**
3. **To discuss any matters arising from minutes of the last two meetings**- Nothing **3248**
4. **To discuss the proposed Parish Plan**- Mrs W Smith to take the plan forward with help of other members of the parish council. Mrs J Tea and Mrs K Raine agreed to help. **3249**
5. **To discuss rural broadband services**- The Clerk read out an email from Bryan Smythe who is acting as parish representative on the matter. It was agreed that an agenda item for Mr Smythe be included on the agenda for the June meeting. The parish council noted the hard work that Mr Smythe is carrying out on the parish council's behalf. **3250**
6. **To discuss content for the parish website**- It was agreed that the Clerk should ask Mr Howard Quinn to include the name, address and phone number of all councillors along with agendas, meeting dates, draft minutes and the contact details for general contacts such as Highways Hotline and the Dog Warden etc. **3251**
7. **To receive an update on the parish entry for Cumbria In Bloom**- The Clerk confirmed that she had submitted the entrance form on behalf of the parish. It was noted that the first meeting is to be held on Wednesday 11<sup>th</sup> at 7.30pm in The Crown, Kirkoswald. **3252**
8. **To discuss the noticeboard at Scalehouses**- It was reported that the work has now been completed. **3253**
9. **To discuss the Housing Needs Survey draft report**- Nothing further to report **3254**
10. **To consider any Police issues arising**- It was reported that there have been a number of thefts in the area. Fly-tipping was also noted as a current problem. **3255**
11. **To receive the Highwayman's Report and discuss matters related to Highways**- Mr J R Raine said that although he has reported streetlights not working to the district and county council on many occasions, no repairs have been carried out by either.

Work has recently been carried out to the road surface in Kirkoswald however various problems with the tarmac have been noted. The water leaking on the highway opposite the school was noted and is to be chased up.

Mr J R Raine said that he has had a number of complaints from parishioners regarding dog fouling, which is a particular concern on pavements and on the common.

Salt/ grit boxes- Mr R W Raine had expressed his concern that grit is left at the side of the road and will be wasted. It was agreed that the matter be included on the agenda for the September meeting.

Mrs P Bowman agreed to report a further leak. Mr J R Raine agreed to arrange clearance of the surrounding mud once repair work has been completed. **3256**

**12. To receive the Financial Report **3257****

- It was resolved that the Clerk ask Mr Martin Cox to complete the internal inspection of the annual accounts.

- **To make payments of bills** (proposed by Mrs J Tea, seconded by Mrs K Raine, unanimous vote)

AON Limited (Insurance) £ 331.00 (Chq 100745)

Clerk's Salary & Expenses £ 438.30 (Chq 100747)

Grants approved in November 2010 were also paid:

Renwick Tapestry £ 200.00 (Chq 100746)

Lazonby Swimming Pool £ 350.00 (Chq 100748)

Kirkoswald Parochial Church Council £1000.00 (Chq 100749)

Renwick Reading Room £ 500.00 (Chq 100750)

Fellrunner Bus £ 250.00 (Chq 100751)

Renwick Church £ 525.00 (Chq 100752)

Kirkoswald Church Institute £1000.00 (Chq 100753)

Kirkoswald Methodist Church £ 500.00 (Chq 100754)

Great Northern Air Ambulance £ 100.00 (Chq 100755)

Pride of Cumbria £ 100.00 (Chq 100756)

**13. To consider any planning applications made- none **3257****

**14. To receive decisions on planning applications made- none **3258****

**15. To receive an update on the registration of parish land- The Clerk reported that all documentation is with the Land Registry. It was noted that there is no fixed timescale for the application and it is likely to be at least 6 weeks. **3259****

**16. To consider correspondence received **3260****

**17. To receive Councillors' reports and items for future agendas **3261****

- Road markings

**18. Date of the next meeting- Tuesday 14<sup>th</sup> June, 2011 in Kirkoswald Church Institute **3262****

Signed: R. E. Lytollis

Clerk to Kirkoswald Parish Council

Date: 11/05/11