

### **Apologies for absence**

Cllr Tim Pickstone, Cllr R Park, Cllr S Edwards, Cllr M Wildey

### **Present**

Cllr G Moss, chairman, Cllr G Mounsey-Heysham, Cllr G Percival and Mrs. L Faulder, clerk

## **Draft Minutes of the meeting held 18<sup>th</sup> September 2023**

### **552/09/23 Accept Apologies**

**RESOLVED** to accept apologies and arrange to send flowers to Cllr Edwards on her recent bereavement.

### **553/09/23 Declarations of Interest**

Cllr G Moss agenda item 561/09/23 (b)

### **554/09/23 Requests for Dispensations**

None

### **555/09/23 Attendees**

None

### **556/09/23 Minutes of the last meeting**

**RESSOLVED** to approve the minutes of the Council meeting held 17<sup>th</sup> July 2023

**557/09/23 Police Issues** – link to Cumbria Police Website, this is also on the Parish Council web page

<https://www.cumbria.police.uk/area/your-area>

Is there any issues which the Council wish to report to the police?

### **558/09/23 Public Participation**

None

### **559/09/23 Representative feedback**

- a) **Beckburn Windfarm** – Mrs Judith Twentyman reported that only one application in this area had been made to the ‘big’ fund. New forms have been introduced which is easier to use and shows where the money is being spend. Safeguarding policies must be included in the applications going forward. Each applicant is expected to complete a monitoring form and include a copy of all invoices, receipts etc. Which will be handed onto the parish council.
- b) **Northern Resource Park (Hespin Wood)** – nothing to report.
- c) **Brampton Skips/Northwest Recycling Ltd** – nothing to report.

### **560/09/23 Hespin Wood** – updates & concerns arising.

Hespin Wood to provide signs at the entrance to the village ‘no access to Hespin Wood Traffic.’ It was **AGREED** to defer this until the next meeting.

**North West Recycling** – update & concerns arising

### **561/09/23 Financial matters Clerk**

**TO NOTE** and **APPROVE** the following.

- a) income received. £100 rent for the poor house field and £6188.54 from Beckburn. A total of **£6288.54** was received. Still waiting for a £300 grant from Zoe Sutton for the Rockcliffe Centre. The Council agreed to transfer the funds over when they reach the account. (This money was for the new alarm system).
- b) the following expenditure

<b>Payments for 18/09/2023</b>			
Mrs L Faulder	salary inc HMRC 5 & 6	839.8	[845.79]
	expences, postage & paper	5.99	
Carlisle Beekeepers	replace equipment BB	2000	
GLL	summer playscheme	200	
	<b>total</b>	<b>3045.79</b>	

The council **AGREED** to approve a Blackburn Application which has been received by the clerk after the agenda was circulated. This is for the Rockcliffe Community Centre. This has been circulated for consideration. This is for £2000.

To note the clerk has received notification of bank charges to be paid out on 30<sup>th</sup> September 2023 for £18.00. Bank payment.

With reference to the Summer playscheme. GLL can offer Easter sessions if the council would like to consider this. The council **AGREED** to look at this possibility the clerk will communicate with GLL.

c) the current position as outlined in the bank reconciliation.

<b>Rockcliffe Parish Council Bank Reconcilliation 31/08/2023</b>		
opening balance as at 1st April 2023	£	4,273.12
add total income	£	19,708.22
	£	23,981.34
less total expenditure	£	3,204.83
statement balance	£	20,776.51
less expenditure for Auguat 2023	£	3,045.79
<b>available balance</b>	<b>£</b>	<b>17,730.72</b>

Cllr Pickstone has been allocated money to be used in the community, grants of between £250-£500. Three deadlines 31/08/2023, 27/11/2023 & 29/02/2024. Open to non-constituted small groups via a 'host' i.e., Parish Council. Form available via clerk. Rockcliffe Centre has been advised of this funding (only one grant per group per year).

The clerk has updated 'eligibility' for compensation with Unity Bank as requested.

The clerk has submitted a form to the Zurich Insurance for Employers Liability Tracing Office, who deal with health claims ie asbestosis in later life.

d) Blackburn Fund

The Parish Council have received one application for funding – Carlisle Beekeepers Association for £2000. The invoice for the Summer Play scheme is £200. The balance is as follows. An allowance of £1000 has been made for the bonfire night. Christmas lights will need to be allowed for.

Beckburn 2023/2024				
Date	Description	income	allocation	balance
	balance brought forward			699.54
15/03/2023	coronation mugs V2, B1		589.2	110.34
15/03/2023	village hall alarm system V7, B2		200	90.00
10/07/2023	income	5600.49		5510.49
18/07/2023	income	6185.54		11696.03
dtbc	bonfire night allocation		1000.00	10696.03
18/09/2023	Beekeepers V14, B3		2000.00	8696.03
18/09/2023	GLL, summer playscheme V17, B4		200.00	8496.03

### 562/09/23 Policies for renewal

The council **AGREED** to accept the following policies and review in September 2024. The Code of Conduct no longer needs approving each year.

Data Protection, Grievance, Retention of Documents, Disciplinary, Safeguarding, Freedom of Information and Subject Access Request (SAR).

**A Safeguarding Officer needs to be appointed.** The policy also states that it should be recorded at each meeting there is nothing to report (unless there is, then that will be treated accordingly). It was **AGREED** that the clerk would be the contact.

### 563/09/23 Audit 2023/2024

Rachael Kelly from the CALC office has agreed to do the audit for this financial year. Does any Councillor wish to see this year's audit before I close it. It was **AGREED** for the clerk to close the audit file.

**564/0923 Planning** – link to planning [www.cumberland.gov.uk](http://www.cumberland.gov.uk) is the home page and <https://publicaccess.carlisle.gov.uk/online-applications/> is the search page. Alternatively go to the parish council website and click on the link.

Notice of decision: none

New Applications:

Appn Ref: 23/0522

Location: 7 Harker Road End, Harker CA6 4HL

Proposal: Demolition of single Garage/Store; Erection of 2 Storey Side Extension to provide Double Garage on Ground Floor with 1 En-Suite Bedroom Above. Erection of Replacement Front Porch

Grid ref: 337443 561080 – comments 21<sup>st</sup> August 2023

**565/09/23 Highways** – this is the link to Highways and is on the Parish Council web page. [cumbria-chhost.onmats.com](http://cumbria-chhost.onmats.com)

- a) Speed awareness stickers for wheelie bins £120 less 15% for 100 are available to purchase would they be helpful. It was **AGREED** to defer this until the next meeting.

Any issues that have been reported by councillors or which need reporting. None

**566/09/23 Local Government Reorganization** – all correspondence received by the clerk is circulated.

**567/09/23 Correspondence**, correspondence is circulated as it is received by the clerk.

- a) CALC AGM 30<sup>th</sup> September agenda to be distributed two weeks prior to the event.
- b) Community Panels open for business local community groups can apply for support; this has been passed to Rockcliffe & District Action Group
- c) Grants for the Planting & Care of Trees, Hedges & Orchards (UK), this has been passed to Rockcliffe School
- d) Re Information request concerning trees in the parish which we as a council maintain. After discussion with Cllrs Moss & Park, the response was ‘we have no trees which we maintain’, this was answered within the time frame of the Freedom of Information policy.
- e) Place Shaping and Service Delivery questionnaire, questions 6,7,8 & 11 to discuss. Applicable free training has circulated.
- f) Hospice newsletter and raffle tickets to sell would anyone like any.
- g) Clerk & Council direct.

**568/09/23 D Day 6<sup>th</sup> June 2024**

Mr Stephen Sidgwick has agreed to form a small community group to organize this event. So, the following items will be dealt with by them. The parish council will make some money available to help fund this through the (Parish Council Community Cohesion Agenda) Fish & chips for the community, how to implement, make our own, buy in a bulk order or fish & chip van.

- a) Beckburn small fund application up to £2k
- b) Consider other options to mark the event.
- c) Lighting a Beacon, it is the intention to light at least 80 Beacons per County. Can we participate at 9.15pm on 6<sup>th</sup> June 2024?

**569/09/23 Bonfire Night**

Cllr Moss still has fireworks left from the Coronation and Cllr Park will buy some more to complete the display. It was **AGREED** Cllr Park will need reimbursing for all the fireworks at a cost of £750 approximately at the next meeting. It was **AGREED** that that the Parish Council will pay for entertainment after the fireworks to make this a social evening, this is instead of providing refreshments as in previous years. This will be from the Community Cohesion Fund (CCF). **Just a reminder we need all receipts now for Beckburn.**

**570/09/23 Christmas Lights/Tree**

The only purchase this year will be the tree (CCF) Cllrs Moss, Barbour & Mounsey-Heysham will sort this. A donation towards the electricity from the church is still to be decided. The tree should be in place about 2 weeks before Christmas. Carol singing will be arranged, and Cllr Moss will set up the lighting. Just a reminder we need all receipts for Beckburn.

**571/09/23 Community Asset** – This is Bunny Hill, Cllr Tim Pickstone, referred to the next meeting.

**572/09/23 Bus route** – It was **AGREED** after discussion to remove this from the agenda because it is highly unlikely to be considered by the bus company.

**573/09/23 Grass Verges** - The poor state of the grass verges in the area has been noted and what can be done about this.

**574/09/23 Rockcliffe Community Centre** update Cllr G Moss

The new committee for Rockcliffe Community Centre is now in place and moving forward. Cllr Moss is a Trustee representing the Parish Council. Cllr Mounsey-Heysham thanked Cllrs Moss & Park for their hard work in facilitating this.

**575/09/23 Agenda items for or the next meeting from councilors**

**To note**, Cllr Mounsey-Heysham informed the council that the Coastal Path will be open November 2023 and the bridge on the green will be completed at the end of September weather dependant.

**576/09/23 Date of next meeting**, the date of the next meeting of the Rockcliffe Parish Council is **20<sup>th</sup> November 2023 at 7pm** in Rockcliffe Community Centre. This meeting concluded at 8.15 pm.

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