

## ROCKCLIFFE PARISH COUNCIL

Website - [www.rockcliffeparishcouncil.org.uk](http://www.rockcliffeparishcouncil.org.uk)

email: [lesley@rockcliffeparishcouncil.org.uk](mailto:lesley@rockcliffeparishcouncil.org.uk)

Clerk/RFO: Mrs Lesley Faulder, 2 Holm Garth, Cargo, CARLISLE, Cumbria CA6 4AR

Telephone 07896253018

THE MINUTES FOR ALL COUNCIL MEETINGS WILL BE ON THE WEBSITE  
WITHIN 30 DAYS OF THE MEETING

10<sup>th</sup> May 2024

Dear Councillor

You are summoned to attend a meeting of the Annual Rockcliffe Parish Council Meeting on 20<sup>th</sup> May 2024 at **7.30 pm** in Rockcliffe Community Centre. Following the Annual Parish Meeting.

Yours faithfully

*L Faulder (Mrs)*

Digitally signed

By Lesley Faulder – 09/05/2024- time

Clerk/RFO to Rockcliffe Parish Council

**Apologies for absence**

**Present**

### AGENDA

**639/05/24 Accept Apologies**

**640/05/24 Election of Chairman for year 2024-2025**

Proposer

Secunder

Sign Declaration of Acceptance

**641/05/24 Election of Vice Chairman for year 2024-2025**

Proposer

Secunder

**642/05/24 Appointment of Representatives for year 2024-2025**

a) **Beckburn Windfarm** – a representative is needed for this item as it must be an elected councillor, includes a report from Cllr Edwards from 20/03/2024, this has been circulated.

b) **Northern Resource Park (Hespin Wood)**

c) **Northwest Recycling Ltd**

**643/05/24 Declarations of Interest:** Councilor's are reminded to declare any personal or prejudicial interest in items on the agenda in line with the Code of Conduct. Councillors are reminded to review their Register of Interests and update as necessary.

**644/05/24 Requests for Dispensations**

**645/05/24 Attendees**

**646/05/24 Minutes of the last meeting** - circulated. Initial each page and sign & date back page.

To approve the minutes of the meeting held

**647/05/24 Police Issues** – link to Cumbria Police Website, this is also on the Parish Council web page

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

**648/05/24 Representative feedback**

- a) **Beckburn Windfarm** –
- b) **Northern Resource Park (Hespin Wood)**
- c) **Northwest Recycling Ltd**

**649/05/24 – Hespin Wood** - update & concerns arising

**650/05/24 – North West Recycling** – update & concerns arising

**651/05/24 - Financial matters Clerk**

To note and approve the following.

- a) income received – **precept £8432.**
- b) the following payment schedule.

<b>Payments for 20/05/2024</b>	
DM Payroll services V1	£ 120.00
CALC/NALC membership V2	£ 263.03
Mrs Faulder salary, HMRC & room rent 1 & 2 V3	£ 909.12
Zurich Insurance V4	£ 264.00
Armeria (UK) LLP footpath licence V5	£ 1.00
Castletown footpath licence V6	£ 1.00
R Kelly - internal auditor V7	£ 50.00
	£ -
	£ -
<b>Total payments for May 2024</b>	<b>£ 1,608.15</b>

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

<b>Rockcliffe Parish Council Bank Reconciliation 20/05/2024</b>		
Opening balance as at 1st April 2024	£	10,536.19
add total income	£	8,432.00
	£	18,968.19
less total expenditure	£	118.55
statement balance	£	<b>18,849.64</b>
less payments for May 2024	£	1,608.15
<b>total available balance</b>	<b>£</b>	<b>17,241.49</b>
Beckburn	£	4,898.03
Community Cohesion	£	620.45
<b>Rockcliffe Parish Council available balance</b>	<b>£</b>	<b>11,723.01</b>

- d) Audit:
- i) Internal report from internal auditor 22/04/2024
  - ii) Certificate of Exemption 2023/2024 to Approve & sign
  - iii) Annual Governance Statement 2023/2024 to Approve & sign.
  - iv) Accounting Statement 2023/2024 to Approve & sign
  - v) Audit annual report by the Internal Auditor for the year ending March 2024 – circulated.
  - vi) Confirmation of the Dates of the Period for the Exercise of Public Rights – 02/06/2024 – 12/07/2024 - circulated
  - vii) Approve and review Standing Orders & Code of Conduct as indicated in the Internal Annual Report
  - viii) Adopt an Equality & Diversity Policy as indicated in the Annual Audit
  - ix) Web site is up to date
- e) Financial Regulations – a councilor needs to be appointed to sign bank statements on a regular basis, not the chairman.
- f) Zurich Insurance – this policy is up for renewal. The quote has is £264 based on the set precept.
- g) Kings Portrait has been delivered. It's on the asset register as a donation £1. The clerk suggests that in the event of the closure of the hall it goes to the school. This could be documented in the minutes and documented on the back of the portrait.
- h) Blackburn Fund: no applications have been received by the clerk.

Beckburn 2023/2024 - 2025						
Date	Description		allocation	balance	monitoring f	returned
	income 10/07/23 & 18/07/23			11789.03		
19/04/2023	coronation mugs V2, B1		491	11298.03	n/a	
15/05/2023	village hall alarm system V7, B2		200	11098.03	n/a	
18/09/2023	Beekeepers V14, B3		2000	9098.03	yes	
18/09/2023	GLL, summer playscheme V17, B4		2000.00	8898.03	n/a	
18/09/2023	Rockcliffe Community Centre V18, B5		2000.00	6898.03	yes	
line trans	RPC - community cohesion fund		2000.00	<b>4898.03</b>	yes	

i) Community Cohesion

Community Cohesion Fund (PC)			
2023/2024	opening balance	allocation	balance
income	2000		2000
bonfire night event CC1		1025	975
sloe gin CC3		200	775
hall hire for meeting January 2024 CC5		36	<b>739</b>
<b>2024/2025</b>	<b>carried forward</b>		
D day flag CC4		63.6	675.4
christmas activity GM CC2		54.95	620.45

**652/05/24 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.

Notice of decision:  
Nothing received.

New Applications:

No new applications received; clerk will circulate any that arrive before the meeting.

**653/05/24 - Highways** – any problems that have been or need reporting to Highways.

**654/05/24 – Cumberland Councillor – Cllr Tim Pickstone will give an update on the following:**

- a) Bunny Hill, how are we going to proceed in making this a community asset? Cllr Pickstone has spoken with Group Support Manager and an asset transfer is probably the best route forward. She will take this further.
- b) The grass verge opposite 'The Heather' is in a very poor state. It has been suggested that it is covered in topsoil and reseeded, can this be achieved, if not what else can be done. This has been reported to Highways and are waiting for a response.
- c) Parking at school time.
- d) Flood water at Todhills on the bend over the bridge. The response from Highways is 'we have removed all the standing water and attempted to jet the system. We were unable to get it cleared and suspect 3<sup>rd</sup> party damage to our system, we could not define this from our in-house CCTV survey'. This is now going to be referred to Steetwork and try to move forward as a claim. This should be safe now the water has been removed.

**655/05/24 - Correspondence**, correspondence is circulated as it is received by the clerk

**656/05/24 – Litter pick and green tidy feedback**

**657/05/24 - Agenda items for the next meeting from councillors**

**658/05/24 - Date of next meeting**, the date of the next meeting of the Rockcliffe Parish Council is 15<sup>th</sup> July 2024. The dates for the rest of the year are below.

Meeting dates for the year May 2024 – March 2025

15/07/2024, 16/09/2024, 18/11/2024, 20/01/2025, 17/03/2025 & Annual meetings  
19/05/2025

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