

KIRKANDREWS ON ESK PARISH COUNCIL

Clerk: Allison Riddell

Unit 2

The Old Brewery

Craw Hall

Brampton

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9th November 2022

Dear Councillor,

You are summoned to a Meeting of **KIRKANDREWS ON ESK PARISH COUNCIL** that will be held in **MOAT VILLAGE HALL** on **MONDAY 14th NOVEMBER 2022** at 7.30pm.

The meeting is open to members of the public.

Please do not attend the meeting if you have Covid-19 symptoms.

Allison Riddell

AGENDA

1. **APOLOGIES FOR ABSENCE**
To receive apologies for absence and accept reasons for absence.
2. **REQUESTS FOR DISPENSATIONS**
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.
3. **DECLARATIONS OF INTEREST**
To receive declarations by elected and co-opted members of interests in respect of items on this agenda.
4. **MINUTES -**
 - 4.1 **MINUTES OF THE MEETING HELD ON 26TH SEPTEMBER 2022** - To authorise the Chairman to sign, as a correct record, the minutes of the meeting held on 26th September 2022. (copy herewith)
5. **PUBLIC PARTICIPATION SESSION**
 - 5.1 **PUBLIC PARTICIPATION** - To receive comments and representations from members of the public in relation to any item on the Agenda. *(Members of the public are permitted to speak on any Agenda item for up to 15 minutes. Those items not on the agenda will not be debated but referred, if appropriate, to the next meeting. Members of the public are not permitted to speak at any other time during the meeting unless invited to do so by the Chairman).*
 - 5.2 **CITY AND COUNTY COUNCILLOR REPORTS** – To receive reports, if applicable.
6. **REPRESENTATIVES' REPORTS**
To receive reports by representatives on Outside Bodies.

7. TOWN AND COUNTRY PLANNING APPLICATIONS - To be considered:-

- 7.1 LAND ADJACENT FOREST GATE, BLACKBANK, LONGTOWN (22/0735)** – Erection of 1 dwelling (outline) (revised).
- 7.2 C&D AUCTION MARTS LTD., TOWNFOOT, LONGTOWN (22/0767)** – Installation of roof mounted solar panels array.

(Information available on Carlisle City Council website)

8. NOTIFICATION OF DECISIONS

To note a Report by the Clerk. (copy herewith)

9. FINANCIAL MATTERS

- 9.1 BANK RECONCILIATION TO 28.10.22** – To receive a report by the Clerk. (copy herewith)
- 9.2 CLERK'S SALARY AWARD 2022-23** – To receive a report by the Clerk. (copy herewith)
- 9.3 EXPENDITURE TO APPROVE** – Schedule of payments below

| Amount £ | Payee | Detail | Cheque number |
|----------|-----------|----------------------|---------------|
| £723.53 | A Riddell | Net wage to 30.11.22 | 101056 |

- 9.4 COMMUNITY POT FUNDING** – To note the following responses from Cumbria Community Foundation relating to funding queries from the Parish Council:-

- FIR ENDS SCHOOL** – REFUSED. Funding must be spent within the Parish (as each Parish have their own allocations). Funding is also not available for individuals from the Parish Pot.
- COMMEMORATIVE SEATING** – AGREED to funding in the sum of £2,000.00
- MOAT PLAY AREA** – AGREED to funding in the sum of £8,000.00.

- 9.5 COMMUNITY POT GRANT REQUESTS** – To consider the following requests:-

- 9.5.1 FRIENDS OF KIRKANDREWS CHURCH**- Information to be circulated to members prior to the meeting, once received. (purchase of tables)
- 9.5.2 LONGTOWN YOUNG FARMERS** – Information to be circulated to members prior to the meeting, once received. (Project to be confirmed)
- 9.5.2 FRIENDS OF KIRKANDREWS CHURCH** – Councillor Bundred to request that information is submitted prior to the meeting. (wall repairs)

- 9.6 EXTERNAL AUDITOR APPOINTMENT** – To note the appointment of Moore East Midlands as the Parish Council's external auditor for 2022-23 to 2026-27.

- 9.7 PRECEPT** – To consider the draft budget for 2023/24 to agree the precept. (copy to follow)

10. SPEED INDICATION DEVICE (SID)

To receive an update on installation.

11. BUS SHELTERS AT BLACKBANK

To consider repairs to the windows.

12. GRASS CUTTING AT MOAT VILLAGE HALL

To consider the proposal from Moat Village Hall Committee that the Parish Council continues to have the areas now registered to Riverside included within the grass cutting contract and accepts the sum of £200.00 towards this.

13. **WOODLAND MANAGEMENT PLAN FOR HENRYS HILL AND BAXTON GILL**
To consider the information received and submit any comments. (copies herewith)
14. **CLERK'S REPORT**
To note a Report from the Clerk. (copy to follow)
15. **CALC**
To note that all CALC emails have been circulated to members. Any emails requiring a decision are listed below:-
 - 15.1 **DLUHC (Department for Levelling Up, Housing & Communities) COMMITTEE FUNDING INQUIRY** - To consider a response.
16. **CORRESPONDENCE RECEIVED BY THE CLERK**
To note items of correspondence received since the last meeting and take actions as appropriate. (circulated prior to the meeting by email unless otherwise indicated)
 - 16.1 **NOTICE OF EXECUTIVE KEY DECISIONS 21/10/22** – Email from Carlisle City Council.

(Circulated to members by email)
17. **AGENDA ITEMS FOR NEXT MEETING**
To submit items for the next meeting and note that any further items for consideration should be submitted to the Clerk on or before 2nd January 2023.
18. **DATE OF NEXT MEETING**
Monday 9th January 2023 – Moat Village Hall, 7.30pm.

KIRKANDREWS ON ESK PARISH COUNCIL

MINUTES of the MEETING of KIRKANDREWS ON ESK PARISH COUNCIL held in MOAT VILLAGE HALL on MONDAY 26th SEPTEMBER 2022 at 7.30pm.

PRESENT: Cllrs W. Bundred (Chairman), P. Armstrong, Z. Armstrong, A. Hill, L. Cragg, S. Richardson and D. Wilson.

IN ATTENDANCE: Clerk

NB: Prior to the meeting commencing, members present observed a one-minute silence to pay tribute to Her Majesty Queen Elizabeth II and reflect on her life and legacy following her death on September 8th, 2022.

046/22 APOLOGIES FOR ABSENCE

RESOLVED to note apologies for absence were received from City Councillor Mallinson and County Councillor Pickstone.

047/22 REQUESTS FOR DISPENSATION

RESOLVED to note that no requests for dispensation were received.

048/22 DECLARATIONS OF INTEREST

RESOLVED to note there were no declarations of interest made.

049/22 MINUTES

049/22.1 MINUTES OF THE MEETING HELD ON 11TH JULY 2022 WAS SUBMITTED.

RESOLVED to authorise the Chairman to sign the minutes of the meeting held on 11th July 2022, confirmed as a true and accurate record.

ACTION: WB

050/22 PUBLIC PARTICIPATION –

RESOLVED to note there were no members of the public in attendance.

RESOLVED to note there were no City/County Councillor reports.

051/22 LONGTOWN PLACE PLAN

Zoe Sutton and Adam Gallagher from Carlisle City Council attended the meeting to give a brief on the Longtown Place Plan, which covered the following:-

- Background detail of funding from the Borderland Inclusive Growth Deal (BIGD)
- Main challenges
- Overview of projects and themes
- Other relevant funding for projects that were not BIGD specific
- Community led workshops
- Use of natural assets
- Town Partnership Team
- Additional consultation with young people

Signed (Chairman).....

Date.....

Members of the Parish Council commented on possible projects such as a footbridge across the River Esk, Longtown to Gretna footpath/cycle path and liaising with Gretna, also undertaking a Place Plan.

RESOLVED to note the brief and the points raised.

RESOLVED to note that Councillor Bundred would be the Kirkandrews on Esk representative on the Longtown Place Plan Steering Group.

052/22 REPRESENTATIVES' REPORTS

052/22.1 BECK BURN AND HALLBURN WIND FARM GRANT PANELS

RESOLVED to note that Councillors Bundred and Hill reported on the recent meetings of the grant panels. Beck Burn still had some funding remaining for the current financial year and as Hallburn had increased the area for application submissions, that grant panel had more applications than available funding.

053/22 TOWN AND COUNTRY PLANNING – APPLICATIONS –

RESOLVED to note the following application was considered:-

053/22.1 MOD LONGTOWN, LONGTOWN (22/0670) – Engineering works and erection of 1 warehouse unit (with ancillary office) with associated vehicular access (from internal estate road), parking, service yard, landscaping and boundary treatment.

Members had no observations on the planning application itself but raised concern at the lack of regular work to ditches on the MOD site which had caused flooding several times over the last few years.

If there was to be additional drainage, could the ditch at Greenmill be incorporated into a regular works programme in order to prevent ongoing flooding.

053/22/2 HIGH PLAINS FARM, LONGTOWN (22/0721) – Demolition of existing stone barn; erection of replacement agricultural shed; re-grading of adjacent farmyard area.

No observations.

054/22 FINANCIAL MATTERS

054/22.1 BANK RECONCILIATION to 30.08.22

There was submitted a report by the Clerk on the reconciliation of the Council's financial records with its bank account statements.

RESOLVED to receive and note the bank reconciliation and balances to 30th August 2022 of £31,816.46.

054/22.2 EXPENDITURE TO APPROVE

RESOLVED to authorise the following expenditure for payment:-

| | | |
|-------------|-----------------------------------|------------------------|
| • £5,400.00 | Elancity – 2 x SID's | – cheque number 101046 |
| • £615.63 | A. Riddell – net wage to 27.09.22 | – cheque number 101052 |
| • £44.00 | J. Robb – bus shelters | – cheque number 101053 |
| • £259.20 | GLinger Estate – Trees | – cheque number 101054 |
| • £221.80 | HMRC – PAYE | – cheque number 101055 |

Signed (Chairman).....

Date.....

054/22.3 COMMUNITY POT GRANT REQUESTS

RESOLVED to note there were no current requests for funding through the community pot and the Clerk would seek clarification with Cumbria Community Foundation exactly what projects the current balance of community pot funding could be spent on. Additional advertising of the availability of grants from the community pot would be made through local social media pages.

ACTION: Clerk/WB

054/22.4 SAAA OPT-OUT COMMUNICATION

RESOLVED not to opt-out of the next round of 5-year audit appointments.

055/22 PARISH COUNCIL ELECTIONS

RESOLVED to note that the Parish Council will have to fund election costs for 2023 should the election for parish councillors be contested.

056/22 PLATINUM JUBILEE**056/22.2 PLAQUE AND BENCH INSTALLATION**

RESOLVED to note the cost of a Platinum Jubilee bench manufactured by David Ogilvie was £1650.00 (exc. VAT). Delivery would cost £105.00 (excl VAT) and bolt down kits varied from £15 to £36 (excl VAT)

RESOLVED to note that a commemorative bench for Queen Elizabeth II from Roll and Scroll would cost £1350.00 including delivery.

RESOLVED to note that the Clerk would seek clarification on the use of community pot funding for the purchase of the aforementioned benches.

ACTION: Clerk

057/22 SPEED INDICATION DEVICE (SID)

RESOLVED to note the Clerk had contacted a Senior Manager from Highways who confirmed they would organise installation of the SID at Kirkandrews Moat.

RESOLVED after further discussion, that the Clerk would contact Highways regarding the installation of a SID on the A7.

ACTION: Clerk

058/22 CIVILITY AND RESPECT PLEDGE

RESOLVED that Kirkandrews on Esk Parish Council would sign up to the Civility and Respect Pledge.

059/22 PLAY AREA AT BLACKBANK

Councillor Hill reported on the response received from the MOD that permission could not be given for the lease of land for a play area at Blackbank as the whole area was a safeguarding zone

RESOLVED after further discussion, that the Clerk and Councillor Hill would pursue the matter further.

ACTION: Clerk/AH

Signed (Chairman).....

Date.....

060/22 CALC (CUMBRIA ASSOCIATION OF LOCAL COUNCILS)

RESOLVED to note that all CALC emails had been circulated to members and that the following required a formal decision:-

060/22.1 CUMBERLAND PLAN ENGAGEMENT SESSION

RESOLVED that members would inform the Clerk if they wanted to attend.

060/22.2 CUMBRIA'S PLAN BEE

RESOLVED that the Clerk would investigate further.

ACTION: Clerk

060/22.3 20MPH SPEED REVIEW

RESOLVED to support the 20mph proposal for villages and areas surrounding schools.

ACTION: Clerk

060/22.4 CLIMATE CHANGE

RESOLVED that the Clerk would write to Netherby Estates informing them of the available information and the sensitive management required for the Solway Moss.

061/22 CORRESPONDENCE RECEIVED BY THE CLERK –

RESOLVED to note the following correspondence:-

061/22.2 NEIL HUDSON MP – Summer Newsletter.

061/22.3 NOTICE OF EXECUTIVE KEY DECISIONS – Email from Carlisle City Council.

061/22.4 DRAFT LOCAL FLOOD RISK MANAGEMENT CONSULTATION – Email from Cumbria County Council.

RESOLVED to note that Councillor Bundred would complete the consultation.

ACTION: WB

062/22 AGENDA ITEMS FOR NEXT MEETING

- Bus shelters
- Precept/budget 2023-24

RESOLVED to note that any further items for consideration should be submitted to the Clerk on or before 7th November 2022.

063/22 DATE OF NEXT MEETING - Monday 14th November 2022, Moat Village Hall, 7.30pm.

Meeting closed at 9.15pm.

Signed (Chairman).....

Date.....

TOWN AND COUNTRY PLANNING NOTIFICATION OF DECISIONS

1. SUMMARY OF REPORT

This report advises members of the decision of the appropriate planning authority on an application on which the Parish Council has previously commented.

2. RECOMMENDATIONS

That the Council **NOTES** the information.

3. REPORT

Members are asked to note that Carlisle City Council has advised of its decisions on a planning application on which the Parish Council has already commented as follows:-

| Location | Proposal | Decision |
|----------------------------|---|---|
| High Plains Farm, Longtown | Demolition of existing stone barn; erection of replacement agricultural shed; re-grading of adjacent farmyard area. | Granted subject to conditions regarding commencement of development & approved documents. |

KIRKANDREWS ON ESK PARISH COUNCIL

BANK RECONCILIATION AT 28th OCTOBER 2022

Barclays Community Account - 40548464

| | | | |
|-------------------------|------------------|-------------|------------------|
| Balance b/f at 30/08/22 | 31,026.03 | | |
| Income | | Expenditure | 6,575.63 |
| | | Balance c/f | 24,450.40 |
| | <u>31,026.03</u> | | <u>31,026.03</u> |

Bank Reconciliation

Balance per statement @ 28.10.22 24,775.60

Less o/s cheques

| | | | |
|----------------|--------|---------------|------------------|
| J Robb | 101049 | 22.00 | |
| J Robb | 101053 | 44.00 | |
| Glinger Estate | 101054 | <u>259.20</u> | |
| | | | 325.20 |
| | | | <u>24,450.40</u> |

| <u>Income</u> | | <u>Expenditure</u> | |
|---------------|-------------|--------------------|-----------------|
| <u>Date</u> | <u>£</u> | <u>Date</u> | <u>Detail</u> |
| | | 26.9.22 | Elan City |
| | | 26.9.22 | A Riddell |
| | | 26.9.22 | J Robb |
| | | 26.9.22 | HMRC |
| | | 26.9.22 | Glinger Estate |
| | | 6.10.22 | ICO |
| | <u>0.00</u> | | <u>6,575.63</u> |

Barclays Business Saver Account - 40548472 -

| | | | |
|-------------------------|---------------|-------------|---------------|
| Balance b/f at 30/08/22 | 790.43 | | |
| | | Expenditure | 0.00 |
| Interest rec'd 5.9.22 | 0.24 | Balance c/f | 790.67 |
| | <u>790.67</u> | | <u>790.67</u> |

BANK BALANCES

| | <u>B/F</u> | <u>C/F</u> |
|-----------------------------------|--------------------|--------------------|
| Community Account - 40548464 | 31,026.03 | 24,450.40 |
| Business Saver Account - 40548472 | 790.43 | 790.67 |
| | <u>£ 31,816.46</u> | <u>£ 25,241.07</u> |

I certify that I have checked the above figures and am satisfied, to the best of my belief and knowledge, that they accurately represent the financial position of the Parish Council at the end of the month indicated.

CONDITIONS OF SERVICE CLERK'S SALARY AWARD 2022-23

1. SUMMARY OF REPORT

This report advises of the recent pay award which has been agreed at the National Joint Council for Local Government Services (NJC) for the financial year 1st April 2022 to 31st March 2023.

2. RECOMMENDATIONS

That the Committee

- 2.1 **NOTES** the award; and
- 2.2 **AGREES** to its implementation.

3. REPORT

- 3.1 Parish Council staff are employed (as are the majority of local authority employees in Britain) on terms and conditions agreed by the National Joint Council for Local Government Services. These conditions are reviewed regularly and wage and salary rates are agreed annually and recommended by the NJC and Society of Local Council Clerks for implementation.
- 3.2 The wage and salary structure consists of a scale of wage/salary rates (known as the spinal column) and employees' wage/salary rates are determined by reference to points on this scale. For Parish Councils the scale for the salary of Clerks commences at spinal column point (scp) 5 and normally terminates at scp 62. The Parish Council has already determined that the salary scale applicable to the post of Clerk to the Parish Council is scp 14.
- 3.3 The spinal column points relate to an annual salary based on a 37 hour week and where a Clerk works for less this, the actual salary is calculated by reference to the hourly rate. Accordingly, the salary for the Clerk to this Parish Council, working a 7 hour week will be:-

| Spinal Column Point | Annual Salary | Hourly Rate |
|---------------------|---------------|----------------------------|
| 14 | £4,808.44 | £13.21 (previously £12.21) |

- 3.4 Whilst the Clerk's conditions of service specify that the salary shall be on the NJC Salary Scale scp 14 and the Clerk has a legal right to be remunerated on that scale, Members are, nevertheless, asked to approve implementation of the new rates.

Henry's Hill & Baxton Gill Woodland Management Plan

This plan is to cover the 10 year period between 2023-2033.

The woodlands are split into 2 areas; Henry's Hill near Kirklington and Baxton Gill near Kirkandrew's Moat. Baxton Gill is approx. 9km north of Henry's Hill.

The woodland at Baxton Gill = 5.13ha and at Henry's Hill = 2.25ha. Total Woodland = 7.38ha.

Objectives

- Increase woodland resilience and biodiversity
- Thin woodlands to provide wood fuel
- Clear fell area of conifer at Braxton Gill
- Expand the area of woodland at both Henry's Hill and Baxton Gill
- Make all woodlands stock proof
- Monitor and control deer
- Monitor and control grey squirrels

Baxton Gill

The woodland here mainly comprises of a series of gills running northwards toward the Liddle Water which is tributary of the River Esk running into the Solway. Cpts 1-4 are mainly broadleaf with some mature conifer in cpt 3d & e. Cpt 3b is an area of multi-stemmed alder which looks to have been coppiced in the past and will be coppiced again. The woodland in these gills has ancient woodland features such as wild garlic but is not designated as Ancient Simi-Natural Woodland. Work in these areas will be a light thinning apart from the area of coppice. These areas are designated as priority habitat 'deciduous Woodland'.

Cpt 3f was felled and replanted a few years ago and is establishing well with a native broadleaf mix. Some light thinning may be undertaken in the second half of the plan.

Cpt 4 was badly affected by wind blow in the 2021 storms and has now been cleared and the alder stools are regrowing. Some remaining edge trees will be felled and some supplementary planting undertaken amongst the alder stools.

There is a woodland SSSI (Jockie's Syke) outside this land ownership, 300m east of cpt 3.

Henry's Hill

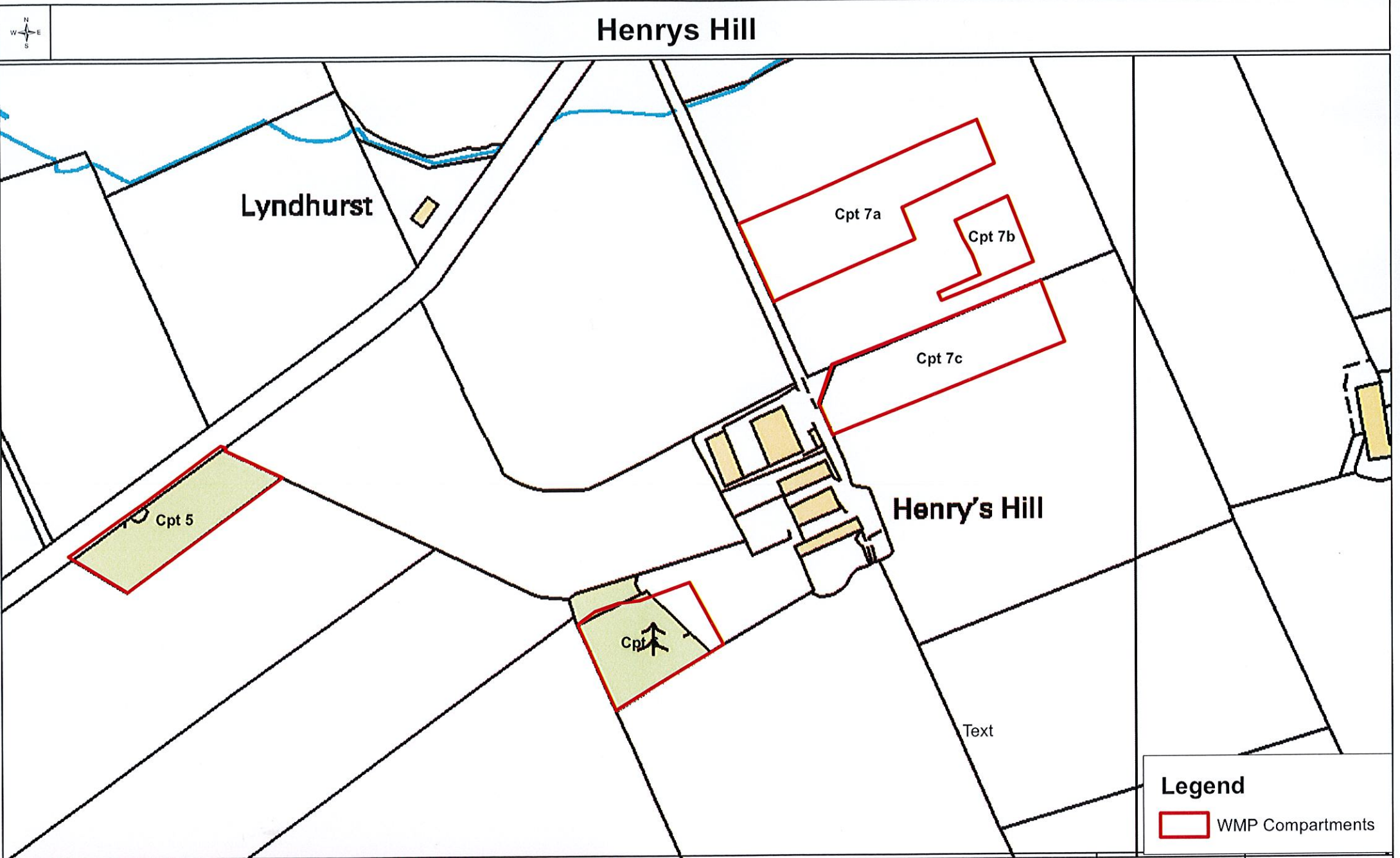
Cpts 5 and 6 were felled and restocked about 10 years ago and the replanting is establishing well. These cpts will be thinned towards the end of the 10 year plan.

Cpt 7 is split into 3 areas surrounding a poultry shed. The hens are allowed to roam within the trees. These cpts will be thinned towards the end of the 10 year plan.

A large percentage of Ash was planted in these shelterbelts and has been affected with ash dieback.

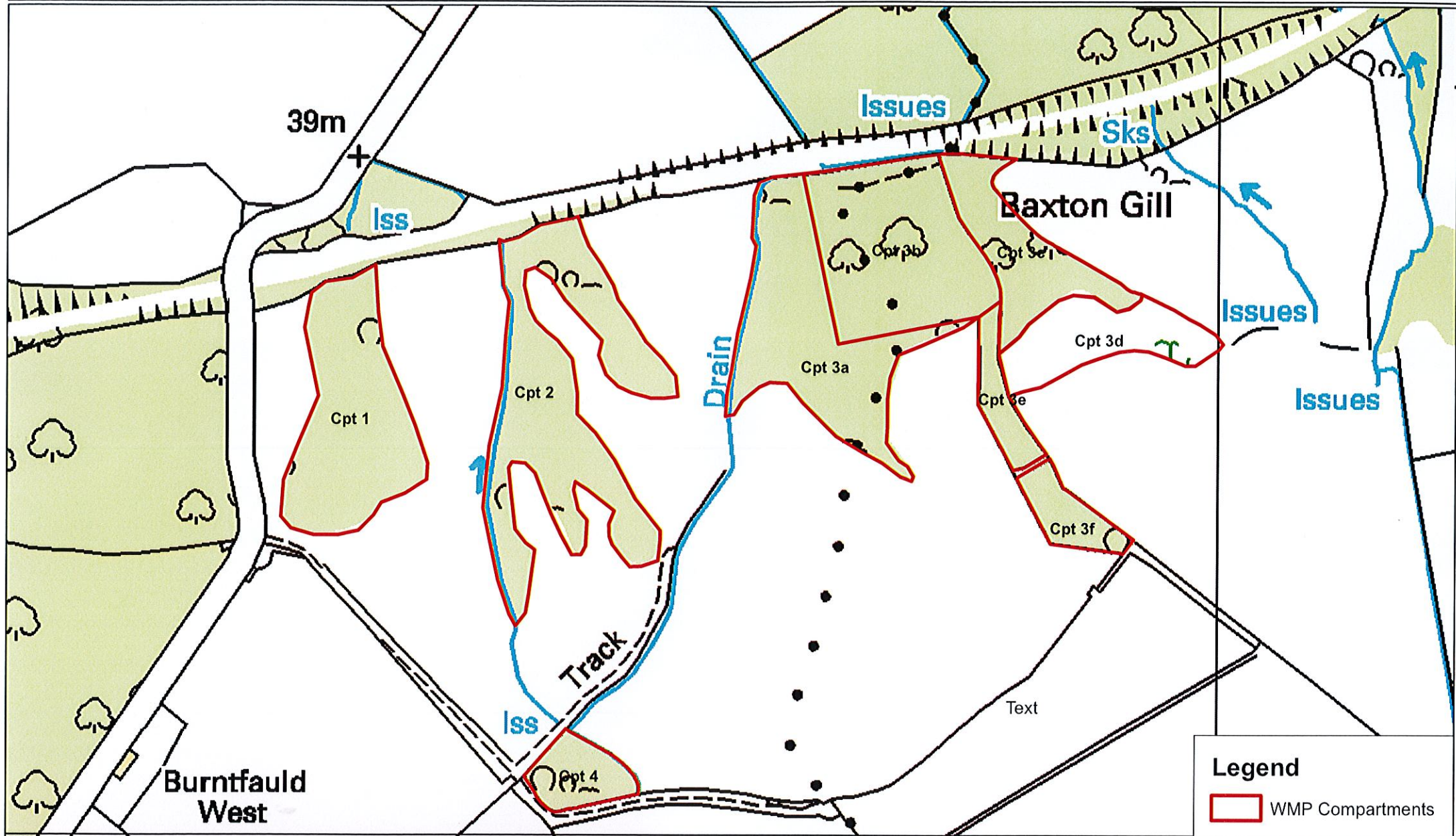
Activity Schedule

| Compartment (Cpt) | Size (ha) | Current Species | Felling Operation | Replanting |
|-------------------|-----------|---|-------------------|-------------------------|
| 1 | 0.82 | Silver birch, oak, alder, mixed broadleaves | Thinning | N/A |
| 2 | 1.19 | Silver birch, oak, alder, mixed broadleaves | Thinning | N/A |
| 3a | 0.87 | Silver birch, oak, alder, mixed broadleaves | Thinning | N/A |
| 3b | 0.88 | Alder, mixed broadleaves | Alder coppice | Alder |
| 3c | 0.44 | Silver birch, oak, alder, mixed broadleaves | Thinning | N/A |
| 3d | 0.40 | Sitka Spruce, mixed broadleaves | Clear felling | Scots pine, oak, rowan, |
| 3e | 0.15 | Sitka Spruce, mixed broadleaves | Thinning | N/A |
| 3f | 0.17 | Silver birch, oak, alder, mixed broadleaves | Thinning | N/A |
| 4 | 0.20 | Alder, Sitka Spruce | Clear felling | Alder, Scots pine, oak |
| 5 | 0.44 | Silver birch, oak, alder, mixed broadleaves | Thinning | N/A |
| 6 | 0.38 | Scots pine, Sitka spruce, silver birch, mixed broadleaves | Thinning | N/A |
| 7a | 0.67 | Oak, rowan, bird cherry, poplar, birch, mixed broadleaves | Thinning | N/A |
| 7b | 0.16 | Oak, rowan, bird cherry, poplar, birch, mixed broadleaves | Thinning | N/A |
| 7c | 0.60 | Oak, rowan, bird cherry, poplar, birch, mixed broadleaves | Thinning | N/A |





Baxton Gill



Legend

WMP Compartments

H&H
Land & Estates



Borderway
Rosehill
Carlisle
CA1 2RS
hhlandstates.co.uk

Date: October 2022
Our Ref:
Plan No:
Scale @ A4: 1:2,957

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