

ROCKCLIFFE PARISH COUNCIL

Chairman: Cllr. J Harper

Clerk: Andrea McCallum, 34 Aglionby Street, Carlisle, CA1 1JP

Tel: 01228 595117

E-mail:rockcliffepc@carlisle.gov.uk

12th September 2016

There will be a meeting of Rockcliffe Parish Council on Monday 19th September 2016 at 7:30 p.m. at the Rockcliffe Centre. This is a public meeting and all are welcome to attend.

Yours sincerely,

Andrea McCallum

Clerk to the Parish Council

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AGENDA

1. Apologies for absence

2. Declarations of Interest & Requests for Dispensations

Members to be invited to declare any interest in any item on this Agenda.

3. Minutes of Meetings

To receive and agree the minutes of the meeting held on the 18th July 2016.

4. Public Participation

Members of the public are invited to address the meeting in relation to matters on the agenda.

5. Administration & Governance

5.1 Annual Review of Policy Documents

To undertake a review of Standing Orders, Financial Regulations, Health & Safety Policy, Disciplinary Procedure, Grievance Procedure and the Protocol on the filming of meetings.

5.2 Consultations Received

- To consider the notification of BT's intention to remove the public payphone from Rockcliffe village.

5.3 How the Council Works

To consider the delegation of areas to Councillors, i.e. highways, footpaths, etc.

6. Clerks Report

7. Planning Matters

7.1 To Consider New Applications:-

None received.

The following applications have been agreed or commented on by the Clerk under Delegated Powers and after consultation with members by e-mail, in view of the time constraints for submission of observations:-

15/0754 High Harker Farm, Harker – erection of 2No. dwellings (outline). Response of ‘no observations’ submitted.

7.2 To Consider Permission Notices Received:-

None received.

7.3 1/16/9005 Energy From Waste Plant, Kingmoor Park

Cllr R Park to report on site visit attended 13th September 2016.

7.4 Neighbourhood Planning

To further consider the production of a plan for Rockcliffe.

8. Correspondence

No items of correspondence had been received that require attention since the last meeting.

9. Financial Matters

9.1 Approve Payments

A McCallum - Salary for Aug/Sept £300.66 & re-imburement of £59.62

Envirocare – grass cutting July & August 2016 – 148.80

Cumbria SPAA Foundation Ltd – Summer play scheme - £800.00

Rockcliffe Community Centre – Hall hire summer play scheme - £80.00

HMRC – PAYE Aug/Sept 2016 - £1.40

D Malley – Payroll Administration, half year - £29.00

9.2 Financial Statement

Opening balance 1st April 2016	4,157.56
Income to 31 st August 2016	4,673.53
Expenditure to 31 st August 2016	<u>2,048.17</u>
Bank reconciliation at 31 st August 2016	<u>6,782.92</u>

9.3 Income Received To report on grant funding received of £300 from Cumbria County Council & £200 from Carlisle City Council towards the summer play scheme.

9.4 Quarterly Monitoring Report

To consider a report on income & expenditure for the period 1st Apr to 31st Aug 2016.

9.5 External Audit 2015/16

To advise that the external audit had been completed, the annual return approved by the external auditor and the Notice of Conclusion of Audit had been displayed.

9.6 Skipton Bond – Trustees

To appoint two trustees.

9.7 Computer/Programming Support

To consider a financial contribution towards the maintenance contract entered into by St Cuthbert Without Parish Council for all IT, programming, storage & security support.

10. Village Matters

10.1 England Coast Path

Cllr G Mounsey-Heysham to report on proposals for a continuous walking route to be established around England's coastline.

10.2 Beck Burn Wind Farm Community Fund

Cllr S Sidgwick to report on a meeting held on 5th September concerning distribution of the community fund. To also authorise a Parish Council representative to sign the Memorandum of Understanding and Terms & Conditions of the agreement.

11. Councillor Matters

Opportunity for Cllrs to raise issues of concern or matters raised by residents in the ward.

12. Date of Next Meeting

Scheduled to be held on Monday 21st November 2016.