



**Wetheral Parish Council**  
**Wetheral Village Community Hall**

**Wetheral, Carlisle ,CA4 8HE**

Telephone (01228) 561687

E Mail: [clerk@wetheralparishcouncil.org.uk](mailto:clerk@wetheralparishcouncil.org.uk)

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**12<sup>th</sup> May 2021**

Dear Councillor

You are summoned to attend a Meeting of the Parish Council to be held on **Wednesday 19th May 2021 in The Down-a-Gate Community Centre, Warwick Bridge** at 7.30pm,  
Yours faithfully

Sue Tarrant  
Clerk to the Council

If you are unable to attend please let me know.

**Prior to the business of the meeting all members present are required to complete the Declaration of Acceptance of Office. Also member's notification of disclosable interests form have been issued, please complete and submit at the meeting or within 28 days of the meeting to Carlisle City Councils Returning Officer.**

**AGENDA**

- 1. Election of Chairman**  
To elect a Chairman of the Council.
- 2. Declaration of Acceptance of Office**  
To receive the Chairman's Declaration of Acceptance of Office of the Office of Chairman.
- 3. Appointment of Vice Chairman**  
To appoint a Vice Chairman of the Council.
- 4. Declaration of Acceptance of Office**  
To receive the Chairman's Declaration of Acceptance of Office of the Office of Vice Chairman
- 5. Members Declaration of Acceptance of Office**  
To determine the acceptable date to allow members not present to sign the Declarations of Acceptance of Office.
- 6. Apologies**  
To receive and record, with reasons, any apologies for absence.
- 7. Declarations of Interest**  
Members are invited to declare any personal and/or prejudicial interests relating to items on the agenda.

## **8. Requests for Dispensation**

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.

## **9. Appointment of Councillors to Council Committees**

- Planning Committee (5)
- Cemetery Committee (5)
- Rights of Way (5)
- Grants & Finance Committee (5)
- Personnel Committee (4)
- Wetheral Playing Fields Association(6)
- Jubilee 70 working group (not restricted)

## **10. Appointment of Representatives on Other Bodies:**

- Carlisle Parish Council Association (1)
- Community Grants Panel (3) Wetheral/Great Corby/Houghton & Irthington
- Tyne Valley Rail Partnership /user group(1)
- Turnmire Common Wetheral (1)
- Hartley Trust Scotby (1)
- Cotehill Sports & Social & Cotehill Village Hall (1)
- Down-a-gate Community Centre Committee (2)
- Wetheral Village Hall Committee (1)
- Scotby Village Hall Committee (1)
- Great Corby Village Association Committee(1)
- Cumwhinton Village Hall Committee (1)
- Cumwhinton Play Area Committee (1)
- Warwick on Eden & Aglionby Memorial Hall Committee (1)
- Warwick on Eden play area committee (1)

## **11. Council Meetings Dates for the Year 2021-22**

- (i) To receive and consider the proposed dates for the full council meetings for the forthcoming year. (e-mailed)

## **12. Review of and Adoption of Council Procedures**

- (i) Councils procedures for handling requests made under Freedom of Information Act (e-mailed)
- (ii) Councils Complaints procedure. (e-mailed)
- (iii) General Data Protection Regulations (2021) (e-mailed)
- (iv) Standing Orders 2021 (awaiting update)
- (v) Financial Regulations 2021 (awaiting update)
- (vi) Document Retention Policy.
- (vii) Financial Risk Management & Insurance.
- (viii) Review of the Council's policy for dealing with the press/media



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### **13. Annual Return**

- (i) To consider the approval the Annual Governance Statement for year ending 31<sup>st</sup> March 2021 and authorise the Chairman to sign Section 1 of the Annual Return for year ending March 31<sup>st</sup>, 2021 on behalf of Wetheral Parish Council. (e-mailed)
- (ii) To consider the approval of the Statement of Accounts for year ending 31<sup>st</sup> March 2021 and authorise the Chairman to sign Section 2 of the Annual Return for year ending 31<sup>st</sup> March 2021 on behalf of Wetheral Parish Council. (e-mailed)
- (iii) To receive notification of Public Rights & Publication of Unaudited Annual Governance & Accountability Return for accounts year ending 31<sup>st</sup> March 2019 as Monday 14th.June to Friday 23rd July 2021

### **14. Minutes of the Council Meeting held on 21<sup>st</sup> April 2021**

To authorise the Chairman to sign, as a correct record, the minutes of the meeting held on 21st April 2021. (e-mailed)

### **15. Minutes of Committee Meetings & Working Groups**

To receive the minutes of the following Committee meetings/ working groups and to consider any recommendations contained therein;

- a. Planning Committee** meeting held on Monday 10<sup>th</sup> May 2021.

### **16. Bank Reconciliation**

- (i)To receive and note the bank balances to 30<sup>th</sup> April 2021

Current Account	£22,576.29
Deposit Account	£35,826.13
Cumberland BS	£38,238.54
<b>Total in the bank</b>	<b>£97,025.28</b>

### **17. Payment of Accounts**

- (i) To authorise payment of the accounts listed in the schedule of cheques dated 19<sup>th</sup> May 2021. (VIN 28-46) Totalling £32,756.35

### **18. Banking Arrangements**

- (i) To consider appointing the signatories for the council's bank accounts;
- (ii) Cumberland Building Society account; 52240941.
- (iii) Barclays Accounts -20-45-45 23384225 & 63837629.  
(NB The Clerk is required to be listed as a signatory to be able to access the Councils accounts)

### **19. Clerks Report**

To receive and note the Clerks report.(emailed)

### **20. Project update**

- (i) To receive an update on the Scotby Pavilion.
- (ii) To receive an update on the MUGA, Wetheral Playing Fields.
- (iii)To receive an update on S106 projects relating to Scotby Play area.

## **21. External Representation**

To receive reports from Parish Council representatives on outside bodies. (If possible Cllrs.to provide a written report prior to the meeting to allow distribution.)

- (i) Cllr Higginbotham- WPFA Chairman; response from the Council last meeting –
  - a. Milk vending machine on the playing field car park.
  - b. Disabled access. - Recommendation
  - c. Correspondence from the Chairman of Wetheral Village Community hall -re carparking/field gate.- Response

## **22.Consultations**

(i) Local Cycling and Walking Infrastructure Plans (LCWIPs) for urban areas across Cumbria.

[www.cumbria.gov.uk/planning-environment/cyclingandwalking](http://www.cumbria.gov.uk/planning-environment/cyclingandwalking)

- (ii) Planning Applications to Consider
  - a. App 21/0442 LBC/ 210441**  
The Tempietto, Corby Castle Estate, Great Corby  
Erection of a glazed screen
  - b. App 21/0468**  
QEII Elizabeth playing fields, Wetheral.  
Installation of a multi-use games area.

## **22.Schedule of Correspondence, Notices and Publications**

To receive and note schedule of correspondence, notices and publications received since the last meeting and not on this agenda. (E-mailed) This will be available at the meeting;

- (i) Request to hold a joint open air service of Wetheral parish Church & Wetheral Methodist Church on Sunday 18<sup>th</sup> July 2021.

**Next meeting June 12<sup>th</sup> 2019 Venue to be confirmed.**