



Wetheral Parish Council
Wetheral Village Community Hall

Wetheral, Carlisle ,CA4 8HE

Telephone (01228) 561687

E Mail: clerk@wetheralparishcouncil.org.uk

3rd May 2023

Dear Councillor

You are summoned to attend a Meeting of the Parish Council to be held on **Wednesday 10th May 2023 in Wetheral Village Community Hall, Wetheral commencing at 7.30pm or following the Annual Meeting with Electors which commences at 7.00pm.**

Yours faithfully

Sue Tarrant
Clerk to the Council

If you are unable to attend, please let me know.

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. Apologies**
To receive and record, with reasons, any apologies for absence.
- 6. Declarations of Interest**
Members are invited to declare any personal and/or prejudicial interests relating to items on the agenda.
- 7. 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.

8. Appointment of Councillors to Council Committees

- Planning Committee (5)
- Cemetery Committee (5)
- Rights of Way (5)
- Grants & Finance Committee (5)
- Personnel Committee (4)
- Zero Carbon Communities in Wetheral (2)
- Wetheral Playing Fields Association- to be determined at the meeting

9 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)

10. Council Meetings Dates for the Year 2023-24

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

11. Review of and Adoption of Council Procedures

Copies emailed separately – Please review all documents prior to the meeting.

To consider the adoption of the following procedures.

- a.(i) Councils procedures for handling requests made under Freedom of Information Act
(ii) Councils Complaints procedure.
(i) General Data Protection Regulations (2023)
(iv) Standing Orders 2023
(v) Financial Regulations 2023
(vi) Document Retention Policy.
(vii) Financial Risk Management & Insurance.
(viii) Review of the Council's policy for dealing with the press/media
(ix) Councillor code of conduct 2021.

12. Minutes of the Council Meeting held on 12th April 2023

To authorise the Chairman to sign, as a correct record, the minutes of the meeting held on 12th April 2023.



Wetheral Parish Council

Wetheral Village Community Hall

Wetheral, Carlisle ,CA4 8HE

Telephone (01228) 561687

E Mail: clerk@wetheralparishcouncil.org.uk

13. 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 Tuesday 2nd May 23 (emailed)

b. Planning Applications to consider;

- (i) **App 23/0313 Byre Hill Farm Corby Castle Estate**, Gt Corby LBC
Variation of conditions 1 & 2 (App 19/0855) Amend window scheme, substitute 3 for 4 years for replacement of windows.
- (ii) **App 23/0320 Byre Hill Farm Corby Castle Estate**, Gt Corby
Variation of conditions 1 & 2 (App 19/0855) Amend window scheme, substitute 3 for 4 years for replacement of windows.
- (iii) **App 23/0321 Eden House, Plains Road, Wetheral**, Carlisle, CA4 8JY
Erection Of Two Storey & Single Storey Side Extension to Provide Garden Room & Garage on Ground Floor with En-Suite & Dressing Room.

c. To discuss representation at Development Control of Cumberland Council due to interests of Councillors.

14. Bank Reconciliation

(i) To receive and note the bank balances to 30th April 2023

Current Account	£21,679.41
Deposit Account	£295,210.63
Cumberland BS	£39,102.07

Total in the bank £355,992.11 (to be reconciled)

(ii) To note receipt of the Parish Precept, £165,000.

(iii) To note receipt of the Cumberland BS interest of £614.98.

(iv) To note receipt of £1940 from the Thomas Graham trust account closure, this has been allocated to The Hartley Trust, Scotby.

15. Payment of Accounts

(i) To authorise payment of the accounts listed in the schedule of cheques dated 10th May 2023(VIN 40-75) Totalling £26,841.72.

16. Internal Auditors Report

(i) To consider the internal auditors report of 26th May 2022 and recommendations therein. (emailed)

17. Annual Return

- (i) To consider the approval the Annual Governance Statement for year ending 31st March 2023 and authorise the Chairman to sign Section 1 of the Annual Return for year ending March 31st, 2023, on behalf of Wetheral Parish Council.
- (ii) To consider the approval of the Statement of Accounts for year ending 31st March 2023 and authorise the Chairman to sign Section 2 of the Annual Return for year ending 31st March 2023 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 31st March 2023 as Monday 5th June to Friday 14th July 2023.

18. Clerks Report

To receive the Clerks report. (emailed)

- (i) Scotby Village Hall roof, to consider actions.
- (ii) To consider authorising the Chairman to sign the office lease for a 10-year term at Wetheral Village Community Hall, rent £5940 per annum, review at 5 years with Wetheral Community Association Ltd as property owner.

19. Zero Carbon Community in Wetheral Parish

Updates previously emailed.

20. 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) To receive reports from Cumberland Councillors.

21.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;

Next meeting June 14th, 2023.