

Carlisle Parish Council Association (CPCA)

DRAFT Minutes

Thursday 27th July 2023

Virtual Meeting via Teams

7.00 pm start

Attendees

Name	Local Council
Mike Higginbotham	CPCA Chair & Wetheral PC
Bryan Craig	CPCA Vice Chair & Dalston PC
Trevor Allison	CPCA Exec & Cummersdale PC
Mike Ridley	CPCA Exec & Irthington Parish Council
Lewonard Johnston	
Keith McIntosh	CPCA Exec, Cummersdale PC
Christine Williams	Hethersgill Parish Council
William Bundred	CPCA Exec
William Little	CPCA Exec & Orton PC
Dougal Kyle	Dalston Parish Council
Rebecca Slack	Cumbria Biodiversity Data Centre (present until agenda item 4)
Kate Grove	CALC
1.	Welcome & Introductions Cllr. Mike Higginbotham introduced himself as current Chair of CPCA and welcomed attendees to the AGM. He introduced Kate

	Grove as the Parish Support Officer (PSO) for Cumberland, taking over from Lindsay Nicholson who had previously been the PSO for Carlisle area.
2.	<p>Apologies</p> <p>Cllr. Anne Jordan- Irthington Parish Council Cllr. Allison Riddell- Brampton Parish Council Cllr. Hazel Hughes- Wetheral Parish Council</p>
3.	<p>Speaker: ‘What Local Councils can do to support Biodiversity’.</p> <p>Presentation by Rebecca Slack, Manager at Cumbria Biodiversity Data Centre, Tullie House, Carlisle. Presentation attached. Further notes to supplement presentation, including questions and answers, see attached:</p> <p>For further information see here https://www.cbdc.org.uk/ Cllr. Mike Higginbotham thanked Rebecca for her time and giving an interesting talk.</p>
4.	<p>Approval of the minutes of the CPCA AGM 20/07/2022</p> <p>The minutes of the CPCA AGM 20/07/2022 were approved by attendees.</p>
5.	<p>Chair’s Report</p> <p>Cllr. Mike Higginbotham presented the Chair’s Report:</p> <ul style="list-style-type: none"> • There have been no events- We were due to have one on tackling barriers to nature, but COVID-19 deferred that. It will hopefully take place in the next 12 months. • It has been a busy year in the background, especially for the 2 CPCA representatives on the CALC exec committee. • Cllr. Mike Higginbotham thanked Cllr. Bryan Craig for his 3-year stint as Vice Chair. • Cllr. Bryan Craig explained why CALC are moving from its current status to a Private Limited Company. • Cllr. Mike Higginbotham has regularly been attending (on behalf CPCA), the Carlisle Partnership Meetings, representing the rural parish councils. • Update on Village Hall Support Monies: <ul style="list-style-type: none"> • Cllr. Mike Higginbotham informed attendees that Carlisle City Council have rolled over the funding and there is access to £10k funding again this year. • A meeting was held at the end of March 2023, when at this time approximately £7000 out the 10,000 was allocated. The idea was that as per the previous year, we would have

a Part 2 with the closing date for the 2nd batch of additional submissions being towards the end of September.

- We will probably have a second part of looking at the Applications Committee meeting this October/November, working through Zoe Sutton who used to work for Carlisle City Council (now Cumberland Council)
- This will be to review how people are getting on in terms of spending the money that's been allocated to them for their projects in this financial year.
- If the money does not get spent, it's not rolled over.
- Cumberland Council will now have the balance of monies.

6.

Treasurer's Report

Kate Grove informed attendees that the Treasurer's Report emailed out with the AGM agenda contained an error in relation to the year of the opening balances for both accounts. They should read 2022, not 2021. This has now been amended:

CARLISLE PARISH COUNCILS ASSOCIATION

Treasurers Report to the CPCA Annual General Meeting 27th July 2023

Current Financial Position in Deposit 30-day notice B Account

16-52-21 53318701

Start Balance as at 01/04/2022.	£3191.29
Interest credited.	£50.99
Expenditure	NIL
End Balance as at 31/03/2023	£3242.21

To note that the current balance as at 27/07/23 is £3242.21.

Current Financial Position in Current Deposit Account

16-52-21 53318698

Start Balance as at 01/04/2022.	£629.46
Interest credited.	NIL
Expenditure	NIL
End Balance as at 31/03/2023	£629.46

To note that the current balance as at 27/07/23 is £629.46.

Action- KG will amend and send updated copy with draft minutes.
All attendees approved the Treasurer's Report.

7.	<p>Election of Officers (Chair & Vice Chair)</p> <p>Chair: Cllr. Bryan Craig nominated Cllr. Mike Higginbotham. Cllr. Trevor Allison seconded the nomination. All attendees agreed.</p> <p>Vice Chair: Cllr. Mike Higginbotham nominated Cllr. Bryan Craig. Cllr. William Little seconded the nomination. All attendees agreed.</p>
8.	<p>Election of Representatives to the CPCA Executive Committee</p> <p>It was agreed that the same members would continue on the CPCA Executive Committee as in 2022-2023, given that CPCA in its current format will cease to exist, once the CALC restructuring has taken place, and we move to one Cumberland Locality Association: The following members were elected: Cllr. Mike Higginbotham Cllr. Bryan Craig Cllr. Trevor Allison Cllr. William Little Cllr. Mike Ridley Cllr. William Bundred Cllr. Keith McIntosh All attendees agreed.</p>
9.	<p>Election of Representatives to the CALC Executive</p> <p>Cllr. Mike Higginbotham informed attendees that the representatives to the CALC Executive are usually the Chair and Vice Chair as elected in Agenda item 7. Cllr Mike Higginbotham proposed that himself and Cllr. Bryan Craig were nominated as the representatives to the CALC Executive. Cllr. Bryan Craig agreed to this, and Cllr. Keith McIntosh seconded the proposal.</p>
10.	<p>Discussion on topics for future events/meetings of CPCA</p> <p>The following topics/speakers were suggested: Cllr. Lisa Brown, Deputy Leader, Cumberland Council re discussion about the relationships that the New Cumberland Council would like to have with parish councils, in particular the Carlisle area. Action- Kate Grove to contact Lisa Brown to request her to speak at the next CPCA meeting in September and then update members of details.</p>
11.	<p>Any Other Business</p> <p>Cllr. Bryan Craig informed attendees that the CPCA need to make a decision as to what happens with the balance of £3242.21 in the CPCA Deposit 30-day notice B account, as per the Treasurer's Report. This needs to be done before CPCA ceases to exist and becomes part of the Cumberland Locality Association.</p>

Actions-

- Kate Grove should include this as an agenda item for the next CPCA meeting in September.
- Kate Grove to check with Sonia Hutchinson if we can add the balance to the Village Hall Grants, or if she can suggest any other ideas. Kate Grove to ask Lindsay Nicholson to update her on the activities of the Village Hall Grants.

There was no other business, and the AGM closed at 8pm.