

# **BROMFIELD** PARISH COUNCIL

**Clerk: Janice Rae**  
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**23 Chapel Meadows**  
**BOTHEL**  
**CA7 2AB**

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22 May 2025

Dear Councillor

You are summoned to attend the Annual Meeting of the Parish Council to be held in the Committee Room at Blencogo Village Hall on Thursday 29 May 2025 following the Annual Parish meeting at 7.30pm.

Yours faithfully



Clerk to the Council

## **AGENDA**

1. Election of Chair
2. To receive the Chair's acceptance of office
3. Appointments to Outside Bodies
4. Chairman's announcements  
To receive announcements by the Chairman
5. Apologies for absence  
To receive apologies for absence.
6. Declarations of interest  
To receive declarations of interest by members in respect of items on this agenda.
7. Requests for Dispensations  
The Clerk to report any requests for dispensations received since the previous meeting for dispensations to speak and/or vote of any matter where a member has a disclosable pecuniary interest.
8. Minutes  
To authorise the Chairman to sign the minutes of the meeting held on 27 March 2025 as a true record (copy enclosed).
9. Public Participation  
The Chairman will adjourn the meeting to allow members of the public an opportunity to ask questions or raise matters of interest. This is at the Chairman's discretion and no decisions can be made on items brought to the attention of the Council under this item. **PLEASE NOTE THIS IS THE ONLY TIME MEMBERS OF THE PUBLIC MAY SPEAK DURING THE MEETING.**

10. Reports from Outside Bodies:
  - To receive a report from Cllr Thurlow (Cumberland Councillor)
  - To receive a report from the Village Hall Committee
11. Financial Statement
  - To note the current balance of the council's bank account as at 31<sup>st</sup> March, 2025
  - To receive the bank reconciliation as at 31<sup>st</sup> March, 2025
  - To approve and authorise the Chair and Responsible Financial Officer to sign the accounts book for the year ending 31<sup>st</sup> March, 2025
12. Payment and Receipts
  - (a) To note any income received
  - (b) To authorise the payment of the following accounts
 

Clerk's account 1.4.25 – 30.6.25 Quarter 1	£421.30
HMRC PAYE 1.4.25 – 30.6.25 Quarter 1	£105.20
CALC Annual Subscription	£227.53
Internal Auditor	£ 60.00
13. Standing Orders and Financial Regulations  
To review the Standing Orders and Financial Regulations
14. Audit Financial Year 2024-25
  - (a) To note the report from the Internal Auditor
  - (b) To approve and authorise the Chairman and Responsible Financial Officer to sign the Annual Governance Statement for financial year 2024/25
  - (c) To approve and authorise the Chairman to sign the Accounting Statement for financial year 2024/25
  - (d) To approve and authorise the Chairman and Responsible Financial Officer to sign the Certificate of Exemption.
  - (e) To note the Period of Exercise of Electors Rights
  - (f) Publication on the Website.
15. Planning Matters
  - (a) Applications Received:
 

HOU/2025/0081 - Bramblewood, Crookdake, Aspatria, Wigton, CA7 3SH  
Proposal: To erect a block built chicken/potting shed
  - (b) Decisions:
 

FUL/2025/0030 - Langfauld Farm, Langrigg, Wigton, CA7 3LL  
New roofed machinery passageway GRANTED

FUL/2025/0021 - Home Farm, Langrigg, Wigton, CA7 3LN  
Roof Over Existing Farmyard Midden Area (Retrospective) GRANTED
16. Correspondence  
To note correspondence received since the last meeting:
 

CALC News January and February  
 CALC - Town and Parish Council Devolution Briefing April 2nd  
 Hyperfast GB Newsletter - Spring 2025  
 Cumberland Council Newsletters  
 CALC - Building Safe and Strong Communities, Principles of collaboration between Town and Parish Councils, Cumbria Association of Local Councils and Cumberland Council  
 Cumberland Council Housing Strategy - Formal Stakeholder Consultation

Cumberland Council - Update: Update on waste and recycling changes  
CALC - Litter Champions Event  
PSPO and Dog Fouling Event -1 May 2025  
Dementia Action Week 19 – 23 May 2025  
CALC News March and April  
Fells & Solway Network Event Wigton 28 May

17. Highway Matters  
To note any highway matters
18. Items for discussion
  - Defibrillators
  - Footpaths
  - Donation Request – St Mungos Church
  - Notice Board. Bromfield
  - Bus Shelter
  - Use of .gov emails/website
  - Dog Fouling
  - Donation Request – Wigton Baths Trust
  - Resignation – Cllr G. Fellows
  - FOI Request
19. Items for the next Agenda  
The Chairman will give councillors the opportunity to put forward items for consideration at the next meeting.
20. Date and time of the next meeting:  
To note the date of the next meeting of the Parish Council will be held at 7.30pm in the Committee Room, Village Hall, Blencogo on 31 July 2025.