

The risk assessment schedules have been updated with the dates the most recent Health & Safety checks were carried out.

The RFO had sought clarification from the insurers regarding how long insurance policies should be retained for the Retention of Documents policy. The insurers declined to give advice on the retention period. It was agreed to leave the retention period in the policy unchanged.

It was resolved that the annual review of Policies was passed to be ratified at the April Parish Council meeting.

7. Annual Review of the Emergency Information Sheet

This had been updated and circulated prior to the meeting.

The RFO will contact Dalston Recreation Association to establish who will be their named contact following their recent AGM. The RFO was authorised to make any change required.

8. Telephone, Broadband and Electricity contracts

- The current telephone and broadband contract ends in April and has to change from an analogue service. A paper showing the price comparison to renew with the current provider, Onecom, and an alternative provider had already been circulated. As the service under the current contract had been trouble free and the price difference was negligible it was resolved to remain with Onecom with a new contract at £44.50 per month for 36 months.
- A paper showing the price comparison for the current monthly flexible tariff with Octopus Energy and available fixed tariffs had already been circulated. There is a price saving to be made by switching to a 12 month fixed tariff. It was resolved to stay with Octopus Energy and switch to their Green Octopus 12 month fixed tariff.

9. Margaret Gore Legacy Fund

Cllr Kyle advised that the new treasurer of the PCC is now in place. Another meeting for Cllrs Kyle and Newton to meet with Rev Phillips to discuss a withdrawal from the fund will be arranged.

10. Forge Green Property review

Cllr Melrose will be consulted to arrange a meeting to discuss the next step.

11. Annual Accounts 2023/24

A projection of the financial position for the year to 31 March 2024 had been circulated. Before movements on reserves the projections show a deficit in the region of £5,500. This can be explained by capital expenditure incurred in the year. There will be some building society interest receivable on 31 March. The outcome of the claim for the tarmac at the entrance to Glave Hill car park and any concurrent service grant could reduce this deficit.

It was resolved:

- The policy of transferring to the Cemetery Diminishing Asset Reserve an amount equal to the fees from the sale of a grave space should continue. In the year to date six spaces have been sold which equates to a transfer of £4,200.
- The Tree Maintenance Reserve will continue to be used to pay for the watering of the Roots of Remembrance trees. Substantial tree work will be required in the next financial year for trees which need treatment for ash die back disease but no provision for this is needed at 31 March 2024.
- £800 of the Covid Recovery fund was used for events for the Kings Coronation. Discussion took place regarding the name of this fund and it was agreed that the fund should be renamed "Health & Wellbeing Fund".
- There will be no transfer in 2023/24 to the Forge Green Roof Reserve.

It was proposed by Cllr Kyle and seconded by Cllr Baxter that the projected accounts and transfers be accepted and the year end accounts be prepared on this basis. All were in agreement.

12. Councillor matters

- Cllr Baxter reported the white and yellow road markings have still not been replaced on U1239 Carlisle Road due to insufficient funding in the Cumberland Council budget for 2023/24.
- Cllr Irving advised that she has reported again to Environmental Health a problem with a rookery on Glebe Close.

Dates of Forthcoming Meetings

The Annual Parish Meeting at Dalston Victory Hall on 7th May 2024 at 7.30pm

Next meeting of The Parish Council to take place at Forge Green on 9th April 2024 at 7.15pm

Policy & Resource Meeting dates for 2024:- TBA

Property & Maintenance Meeting dates for 2024:- TBA

The meeting closed at 6.55 pm