

ARTHURET PARISH COUNCIL

You are summoned to attend the **ANNUAL MEETING** of **ARTHURET PARISH COUNCIL** that will be held in **THE COUNCIL OFFICES, 9 ESK STREET, LONGTOWN** on **MONDAY 11th MAY 2026** at **7:10pm**

Nicola Rushworth – Parish Clerk
Council Rooms
9 Esk Street
Longtown
CA6 5PU

6th MAY 2026

Nicola Rushworth

clerk@arthuretparishcouncil.gov.uk

AGENDA

| | |
|----------|---|
| 1 | Election of Chair To receive and consider nominations for the office of Chair |
| 2 | Declaration of Acceptance of Chair To receive the Chairs Declaration of Acceptance of Office |
| 3 | Election of Vice Chair To receive and consider nominations for the office of Vice Chair |
| 4 | Apologies for Absence To receive apologies for absence and approve reasons for absence |
| 5 | Requests for Dispensations and Declarations of Interest 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 and to receive declarations by elected co-opted members of interests in respect of items on this agenda |
| 6 | Minutes To authorise the Chair to sign, as a correct record, the minutes of the meeting held on the 29 th May 2025 |
| 7 | To appoint Committees and Sub Committees <ul style="list-style-type: none"> • Finance, Staffing & General Purposes Committee • Property & Playing Fields Committee |
| 8 | Standing Orders and Financial Regulations To re-adopt standing orders and financial regulations (<i>emailed to Councillors before the meeting</i>) |

| | |
|-----------|--|
| 9 | Assets To review and update, if required, the assets register (<i>copy herewith & emailed before meeting</i>) |
| 10 | Insurance To confirm the Parish Council has insurance cover in respect of all risks (<i>policy runs until 25 September 2026</i>) |
| 11 | Subscriptions - RFO To review the Parish Council's subscriptions |
| 12 | Meeting Calendar for the Year 2026/2027 To consider a report from the Clerk (<i>copy herewith</i>) |

The Full Council Meeting of Arthuret Parish Council will now be held



ARTHURET PARISH COUNCIL

MINUTES of the MEETING of THE ANNUAL MEETING held in the LONGTOWN MEMORIAL HALL COMMUNITY CENTRE on THURSDAY, 29th MAY 2025

PRESENT

Councillor Sir JFS Graham (Chair), Councillor G Routledge (Vice Chair), Councillor M Gunson, Councillor C Adams, Councillor M Irving and Councillor C Johanssen

ALSO PRESENT - RFO

APOLOGIES

Councillor R Graham, Councillor E Jeffrey, Cumberland Councillor T Pickstone and the Parish Clerk

| Minute Number | |
|----------------------|---|
| 001/25 | <p>Election of Chair</p> <p>RESOLVED that Councillor Sir James Graham was elected as Chair of Arthuret Parish Council</p> |
| 002/25 | <p>Declaration of Acceptance of Chair</p> <p>RESOLVED that Councillor Sir James Graham signed the Declaration of Acceptance of Office</p> |
| 003/25 | <p>Election of Vice Chair</p> <p>RESOLVED that Councillor G Routledge was elected as Vice Chair</p> |
| 004/25 | <p>Apologies for Absence</p> <p>RESOLVED that apologies were received from Councillors R Graham and E Jeffrey, Parish Clerk and Cumberland Councillor T Pickstone</p> |
| 005/25 | <p>To Appoint Committees and Sub Committees</p> <ul style="list-style-type: none"> • Finance, Staffing & General Purposes Committee <p>RESOLVED that Councillors J Graham, M Gunson, C Johanssen, C Adams, G Routledge and M Irving are members of this Committee</p> <ul style="list-style-type: none"> • Property and Playing Fields Committee <p>RESOLVED that Councillors J Graham, M Gunson, C Johanssen, C Adams, G Routledge and M Irving are members of this Committee</p> |
| 006/25 | <p>Standing Orders and Financial Regulations</p> <p>To re-adopt the Standing Orders and Financial Regulations</p> <p>RESOLVED that these were adopted</p> |
| 007/25 | <p>Assets</p> <p>To review and update, if required, the assets register</p> |

| | |
|---------------|---|
| | RESOLVED that the Asset Register be updated and issued |
| 008/25 | Insurance To confirm the Parish Council has insurance cover in respect of all risks RESOLVED to stay insured with Zurich Insurance |
| 009/25 | Subscriptions To review the Parish Council's subscriptions RESOLVED to renew subscriptions with CALC for £312.96 and NALC for £168.30 |
| 010/25 | Meeting Calendar for the Year 2025/2026 To consider a report from the Clerk RESOLVED that 3 dates to be changed and issued to Councillors |

The Full Council Meeting of Arthuret Parish Council was held after this Annual Meeting

ARTHURET PARISH COUNCIL - ASSET REGISTER

Today is
05/05/2026

Total Asset Values as of (date)

05/05/26026

Total acquisition Value £185,780.98

| ID No. | Description | Asset Type | Location | Acquisition Date | Acquisition Value (£) | Disposal / Salvage Cost | Notes / Comments |
|--------|-----------------------------------|----------------------|-----------------------------------|------------------|-----------------------|-------------------------|--|
| 00001 | Council Rooms and Offices | Property | Parish Council Office | 01/09/1997 | £5,500.00 | | |
| 00002 | Playing Field - 6 Acres | Land | Lochinvar Public Area | 01/09/1977 | £0.00 | | Exchange of Land with Carlisle City Council |
| 00003 | Playing Field - 1 Acres | Land | Dollys Brae Public Area | 01/12/2001 | £2,650.00 | | |
| 00004 | The Scour | Land | The Scour Public Area | | £1.00 | | |
| 00005 | Bobbin Mill Gardens | Land | Mill Street | 01/01/1950 | £1.00 | | Gifted to the parish by Netherby Estates |
| 00006 | Allotments | Land | Carlisle Road | 01/01/1950 | £1.00 | | |
| 00007 | Dollys Brae Play Area | Land | Dollys Brae Play Area - Riverside | 01/09/2004 | £1.00 | | Exchange of land with Carlisle City Council |
| 00008 | Raefield Play Area | Land | Raefield Play Area | 01/01/2017 | £1.00 | | Transferred from Riverside Housing to PC |
| 00009 | The Square Play Area | Land | The Square- Play Area | 01/01/2017 | £1.00 | | Transferred from Riverside Housing to PC |
| 00010 | Moor Crescent Play Area | Land | Moor Crescent- Play Area | 01/01/2017 | £1.00 | | Transferred from Riverside Housing to PC |
| 00011 | Lochinvar Close Play Area | Land | Lochivar Close- Play Area | 01/01/2017 | £1.00 | | |
| 00012 | Ball Maze | Play Equipment | Dollys Brae Play Area - Riverside | 01/01/2014 | | £0.00 | Disposed of at somepoint before 3.6.24 - cost £500 |
| 00013 | Bandrake Seat | Play Equipment | Dollys Brae Play Area - Riverside | 01/01/2014 | | £0.00 | Disposed of at somepoint before 3.6.24 - cost £500 |
| 00014 | Activity Trail Play Equipment | Play Equipment | Dollys Brae Play Area - Riverside | 01/01/2014 | £5,000.00 | | |
| 00015 | Spinner | Play Equipment | Dollys Brae Play Area - Riverside | 01/01/2014 | £927.00 | | |
| 00016 | Spring Horse | Play Equipment | Dollys Brae Play Area - Riverside | 01/01/2014 | £477.00 | | |
| 00017 | 2 Bay Swing | Play Equipment | Dollys Brae Play Area - Riverside | 01/01/2014 | £2,275.00 | | |
| 00018 | Sea Horse See saw | Play Equipment | Dollys Brae Play Area - Riverside | 01/01/2014 | £1,174.00 | | |
| 00019 | Multi Play Slide | Play Equipment | The Square- Play Area | 01/01/2014 | £900.00 | | |
| 00020 | 4 Bay Swing & Supernova | Play Equipment | Moor Crescent- Play Area | | £1.00 | | |
| 00021 | Gate & Fencing | Furniture (External) | Raefield Play Area | | | | |
| 00022 | Spring elephant & spring seesaw | Play Equipment | Raefield Play Area | | | | |
| 00023 | Gate & Fencing | Furniture (External) | Lochivar Close- Play Area | | | | |
| 00024 | Multi Play Slide | Play Equipment | Lochivar Close- Play Area | | | | |
| 00025 | Spinning Pole | Play Equipment | Lochivar Close- Play Area | | | | |
| 00026 | 1 Bay (2 swings) | Play Equipment | Lochivar Close- Play Area | | | | |
| 00027 | See Saw | Play Equipment | Lochivar Close- Play Area | | | | |
| 00028 | Basketball Posts x2 | Play Equipment | Lochivar Close- Play Area | | | | |
| 00029 | Handrails to steps | Property | Dollys Brae Play Area - Riverside | | £1.00 | | |
| 00030 | Picnic Tables and benches - 3 off | Furniture (External) | Dollys Brae Play Area - Riverside | 01/09/2014 | £9,000.00 | | |
| 00031 | Curved Seats - 2 off | Furniture (External) | Dollys Brae Play Area - Riverside | 01/09/2014 | £2,905.00 | | |

| | | | | | | | |
|-------|--|-----------------------|-----------------------------------|------------|------------|-------|--|
| 00032 | Seats - 3 off | Furniture (External) | Dollys Brae Play Area - Riverside | 01/09/2014 | £562.00 | | |
| 00033 | Litter Bins - 3 off | Furniture (External) | Dollys Brae Play Area - Riverside | 01/09/2014 | £550.00 | | 1 bin remaining as of 3/6/24 |
| 00034 | Fencing | Furniture (External) | Dollys Brae Play Area - Riverside | | £1.00 | | |
| 00035 | Seat- 1 Off | Furniture (External) | English Street | 01/01/2001 | £600.00 | | |
| 00036 | Seat - 4 Off | Furniture (External) | Arthuret Road | 01/01/2001 | £300.00 | | |
| 00037 | Seat - 1 off | Furniture (External) | Arthuret Crossroads | | | | missing |
| 00038 | Seat - 1 off | Furniture (External) | Peth - Netherby Road | | | | |
| 00039 | Seats - 2 off | Furniture (External) | Bobbin Mill Gardens | 01/01/2011 | £800.00 | | |
| 00040 | Seats - 3 off | Furniture (External) | The Scaur Public Area | 01/01/2019 | £4,000.00 | | |
| 00041 | Information Panels x2 (Dolly's Brae & Scaur) | Furniture (External) | The Scaur Public Area | 01/09/2004 | £6,666.00 | | |
| 00042 | War Memorial | Property | Carlisle Road | 01/01/1996 | £20,000.00 | | |
| 00043 | Planters Concrete - 8 off | Property | Carlise Road and English Street | 01/01/1996 | £2,400.00 | | |
| 00044 | Hanging Baskets | Property | | | £1.00 | | |
| 00045 | Notice Board | Furniture (External) | Cliff Road, Sandysike | 01/10/2019 | £580.00 | | |
| 00046 | Notice Board | Furniture (External) | Easton Village Hall | 01/01/2005 | £500.00 | | |
| 00047 | Double Sided Clock | Furniture (External) | English Street | 01/01/2000 | £8,200.00 | | |
| 00048 | "Tommy Figure" | Furniture (External) | The Island, English Street | 01/01/2018 | £600.00 | | |
| 00049 | Bus Shelter - 2 off | Property | Sandysike - A7 | 01/01/2015 | £2,000.00 | | |
| 00050 | Bus Shelter - 2 off | Property | English Street | 01/01/2009 | £20,000.00 | | |
| 00051 | Bus Shelter - 1 off | Property | Moor Road | 01/01/1996 | £5,000.00 | | |
| 00052 | Bus Shelter - 1 off | Property | Lovers Lane | 01/01/1994 | £2,000.00 | | |
| 00053 | Longtown Bridge Light | Property | A7 | | | | Grade II listed |
| 00054 | Lighting Columns - 4 off | Property | Carlisle Road | | £1.00 | | |
| 00055 | Lighting Columns - 1 off | Property | Old Road | | £1.00 | | |
| 00056 | Public Address System | Electrical Equipment | Parish Council Office | 01/01/2012 | | | Missing - cost £600 |
| 00057 | Lenovo Desktop Computer | IT | Parish Council Office | 01/04/2018 | £500.00 | | |
| 00058 | Apple Macintosh Desktop Computer | IT | Parish Council Office | 01/04/2018 | £400.00 | | |
| 00059 | Laptop - DELL | IT | Parish Council Office | 01/04/2020 | | | |
| 00060 | SSD | IT | Parish Council Office | 26/06/2024 | £449.00 | | |
| 00061 | Brother Printer & Copier | IT | Parish Council Office | | £1.00 | | |
| 00062 | HP Printer - colour | IT | Parish Council Office | | £1.00 | | |
| 00063 | Printer and copier | IT | Parish Council Office | 01/01/2012 | | £0.00 | Not economical to repair 22/7/2024 - cost £400 |
| 00064 | Post Mounted Planters - Set off | Furniture (External) | Parish Council Office | 01/10/2014 | £2,268.00 | | |
| 00065 | Speed Indication Devices - 4 off | Notices - Information | Carlisle Road | 01/10/2023 | £10,800.00 | | |
| 00066 | Illuminated Christmas Decorations - Range off | Seasonal | Moot Hall | 02/10/2023 | £4,000.00 | | |
| 00067 | Riverside Safety Equipment - 1 ring, 1 housing | Notices - Information | Riverside Public Area | 07/06/2024 | £455.34 | | |
| 00068 | Gates and Fencing - allotments | Allotment Property | Allotments | | £1.00 | | |
| 00069 | Railings - War Memorial & The Island | Furniture (External) | Carlisle Road | | £1.00 | | |
| 00070 | Tables and Chairs - office | Furniture (Office) | Parish Council Office | | £2,000.00 | | |
| 00071 | Filing Cabinets - 5 off | Furniture (Office) | Parish Council Office | | £180.00 | | |
| 00072 | Desk | Furniture (Office) | Parish Council Office | | £1.00 | | |
| 00073 | Display filing cabinet | Furniture (Office) | Parish Council Office | | £1.00 | | |
| 00074 | Fridge | Furniture (Office) | Parish Council Office | | £1.00 | | |

| | | | | | | | |
|-------|--|-----------------------|---------------------------|------------|------------|-------|--------------------------------------|
| 00075 | Microwave | Furniture (Office) | Parish Council Office | | £80.00 | | |
| 00076 | Office Chair | Furniture (Office) | Parish Council Office | | | £0.00 | disposed of 19/08/2024 - cost 119.34 |
| 00077 | Office Chair | Furniture (Office) | Parish Council Office | 20/08/2024 | £99.45 | | |
| 00078 | Display cabinets - 2 off | Furniture (Office) | Parish Council Office | | £1.00 | | |
| 00079 | Display cabinets - 5 off | Furniture (Office) | Parish Council Office | | £550.00 | | |
| 00080 | Display cabinets - 3 off | Furniture (Office) | Moot Hall | | £1.00 | | |
| 00081 | Projector Screen | Furniture (Office) | Parish Council Office | | £15.00 | | |
| 00082 | 3M Overhead Projector | IT | Parish Council Office | | £469.00 | | |
| 00083 | LCD Projector | IT | Parish Council Office | | £1.00 | | |
| 00084 | Henry Hoover | Furniture (Office) | Parish Council Office | | £1.00 | | |
| 00085 | Water boiler | Furniture (Office) | Parish Council Office | | £1.00 | | missing as of 3/6/24 |
| 00086 | Bins (metal) - 3 off | Furniture (External) | | 22/07/2024 | £1,305.00 | | |
| 00087 | Riverside Safety Equipment - Lifebuoys, Housings and Posts 2 off | Notices - Information | Dollys Brae Public Area | 19/08/2024 | £860.00 | | |
| 00088 | Life ring and housing | Notices - Information | Esk Bridge | | £1.00 | | |
| 00089 | Flag Pole | Notices - Information | Community Center | | £1.00 | | |
| 00090 | Metal Poppies - 25 off (assorted) | Notices - Information | Moot Hall | | £192.50 | | purchased in 2017 |
| 00091 | Information Panels - 2 off | Notices - Information | Parish Council Office | | £1.00 | | |
| 00092 | CCTV Cameras x2 | Allotment Property | Allotments | | | | |
| 00093 | 6 water taps | Allotment Property | Allotments | | | | |
| 00094 | Petrol Strimmer | Allotment Property | Allotments | 01/05/2025 | £160.00 | | |
| 00095 | Back pack weed sprayer | Allotment Property | Allotments | 01/05/2025 | £60.00 | | |
| 00096 | Notice Board x2 | Allotment Property | Allotments | 01/05/2025 | £376.00 | | |
| 00097 | Laptop HP 850 G 15-inch - i5, 16GB RAM, 512GB SSD | IT | Parish Council Office | 18/06/2025 | £593.00 | | |
| 00098 | Alhua 27" Monitor | IT | Parish Council Office | 18/06/2025 | £159.00 | | |
| 00099 | USB C hub | IT | Parish Council Office | 18/06/2025 | £11.99 | | |
| 00100 | Laptop Charging Lead | IT | Parish Council Office | 18/06/2025 | £35.00 | | |
| 00101 | 2 off Bramall Sportswall goal ends 8m wide x 3m high with mesh side panels. Includes football goal ends, basketball hoops and bolt on cricket stump panels | Play Equipment | Lochivar Close- Play Area | 19/08/2025 | £12,200.00 | | |
| 00102 | Basket swing | Play Equipment | Lochivar Close- Play Area | 19/08/2025 | £1,200.00 | | |
| 00103 | 1 off pedestrian self closing gate and 1 off 3m wide combi gate with self closing mechanism | Play Equipment | Lochivar Close- Play Area | 19/08/2025 | £3,820.00 | | |
| 00104 | Parallel bars, double abs bench, suspension training zone, horizontal ladder, leg lift zone, inclined leap bar, battle ropes connection points & user signage with 2 steel posts | Play Equipment | Lochivar Close- Play Area | 19/08/2025 | £5,370.00 | | |
| 00105 | Stretch station | Play Equipment | Lochivar Close- Play Area | 19/08/2025 | £1,420.00 | | |
| 00106 | Wetpour overlay | Play Equipment | Lochivar Close- Play Area | 19/08/2025 | £7,410.00 | | |
| 00107 | Skate park jump box | Play Equipment | Lochivar Close- Play Area | 19/08/2025 | £4,555.00 | | |
| 00108 | Skate park Grind Rail | Play Equipment | Lochivar Close- Play Area | 19/08/2025 | £540.00 | | |
| 00109 | Skate Park 2 off open sided flat banks | Play Equipment | Lochivar Close- Play Area | 19/08/2025 | £14,840.00 | | |
| 00110 | 3 off Norton steel seats | Play Equipment | Lochivar Close- Play Area | 19/08/2025 | £1,830.00 | | |
| 00111 | 3 off wooden benches | Furniture (External) | Bobbin Mill Gardens | 26/03/2026 | £782.70 | | |
| 00112 | Pergola | Furniture (External) | Bobbin Mill Gardens | 07/04/2026 | £200.00 | | |



Voreda House
Portland Place
Penrith
Cumbria
CA11 7BF

office@calc.org.uk

April 2026

Mrs K Johnson
Clerk
Arthuret PC
Council Centre, 9 Esk Street
Longtown
CARLISLE
CA6 5PU

Dear Colleague,

ANNUAL SUBSCRIPTION 2026/27

I would like to thank your Council for its valued membership of the Cumbria Association of Local Councils over the past year. Annual subscriptions to the Association for 2026/27 are now due.

Following our correspondence to you in October 2025, we now have the correct updated Electorate numbers from Unitary Authorities for each Parish/Town Council.

The subscription for your Council is made up of two payments, one to the Cumbria Association of Local Councils (CALC) and one to the National Association of Local Councils (NALC). Each portion of the subscription fee is itemised separately. The NALC portion of the fee for 2026/27 is calculated at 8.64p per elector and the CALC portion is calculated in proportion to the square root of your electorate.

For 2026/27 your CALC/NALC subscription fee is: **£494.62**

Chairman: Cllr Mary Bradley

Chief Officer: Sonia Hutchinson

Cumbria Association of Local Councils Ltd is a company limited by guarantee registered in England and Wales.
Registered number: 15107335

www.calc.org.uk

This sum is made up of:
NALC subscription at £172.11
CALC subscription at £322.51

Please note that a member council cannot be a member of CALC without being a member of NALC and vice versa.

Could you please put this membership subscription request before the next meeting of your Council so that continuation of membership can be authorised for payment? I enclose a note as a reminder of the benefits of CALC membership.

Please note that payment must be received by 31st July 2026. CALC services will be put on hold for Parish Councils who do not pay by that date.

You may pay us by cheque at the address shown at the top of this letter or alternatively pay by BACS as follows: Cumbria Association of Local Councils, Unity Trust Bank, A/C: 20466598, Sort Code: 608301.

It would be very helpful if you would please amend as necessary and return the enclosed form giving contact details for your parish council.

I look forward to receiving your Council's subscription.

Kind regards,

Sonia Hutchinson

Chief Officer

Chairman: Cllr Mary Bradley

Chief Officer: Sonia Hutchinson

Cumbria Association of Local Councils Ltd is a company limited by guarantee registered in England and Wales.
Registered number: 15107335

www.calc.org.uk

Arthuret Parish Council

Committees / Working Groups

2026/2027 Meeting Dates

Full Council

Cllrs Sir J Graham, G Routledge, M Gunson, C Adams, M Irving, C Johanssen, R Graham, E Jeffrey

- 1st June 2026
- 6th July 2026
- 7th September 2026
- 5th October 2026
- 2nd November 2026
- 7th December 2026
- 1st February 2027
- 1st March 2027
- 5th April 2027
- 10th May 2027

Finance, Staffing & General Purposes Committee

Cllrs Sir J Graham, G Routledge, C Adams, M Gunson, C Johanssen, M Irving, E Jeffrey

- Dates to be agreed

Property & Playing Fields Committee

Cllrs Sir J Graham, G Routledge, M Gunson, C Adams, C Johanssen, M Irving, E Jeffrey

- Dates to be agreed as required

Festive Celebrations Working Group

Cllrs G Routledge, M Gunson, C Adams and C Johanssen and E Jeffrey