

**MINUTES** of the **ANNUAL MEETING** held at the **COUNCIL OFFICES, 9 ESK STREET, LONGTOWN** on **MONDAY, 11<sup>th</sup> MAY 2026** at **7:10PM**

**PRESENT**

Councillors Sir J Graham (Chair), G Routledge (Vice Chair), C Johanssen, E Jeffrey, M Irving, M Gunson, C Adams and R Graham

**ALSO PRESENT** – Parish Clerk and RFO and 1 member of the Public

**APOLOGIES** – Cumberland Councillor T Pickstone

Minute Number	
26/05/001	<p><b>Election of Chair</b> To receive and consider nominations for the office of Chair</p> <p><b>RESOLVED</b> that Councillor Sir James Graham was elected as Chair of Arthuret Parish Council</p>
26/05/002	<p><b>Declaration of Acceptance of Chair</b> To receive the Chair’s Declaration of Acceptance of Office</p> <p><b>RESOLVED</b> that Councillor Sir James Graham signed the Declaration of Acceptance of Office</p>
26/05/003	<p><b>Election of Vice Chair</b> To receive and consider nominations for the office of Vice Chair</p> <p><b>RESOLVED</b> that Councillor G Routledge was elected as Vice Chair</p>
26/05/004	<p><b>Apologies for Absence</b> To receive apologies for absence and approve reasons for absence</p> <p><b>RESOLVED</b> that apologies for Cumberland Councillor T Pickstone were received and noted</p>
26/05/005	<p><b>Requests for Dispensations and Declarations of Interest</b> 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</p> <p><b>RESOLVED</b> that none were received</p>

26/05/006	<p><b>Minutes</b> To authorise the Chair to sign, as a correct record, the minutes of the Annual Meeting held on the 29<sup>th</sup> May 2025</p> <p><b>RESOLVED</b> to authorise the Chair to sign, as a correct record, the minutes of the Annual Meeting held on the 29<sup>th</sup> May 2025</p>
26/05/007	<p><b>To appoint Committees and Sub Committees</b></p> <ul style="list-style-type: none"> <li>• Finance, Staffing &amp; General Purposes Committee</li> </ul> <p><b>RESOLVED</b> that Cllrs Sir J Graham, G Routledge, C Adams, M Gunson, C Johanssen, M Irving and E Jeffrey are members of this Committee</p> <ul style="list-style-type: none"> <li>• Property &amp; Playing Fields Committee</li> </ul> <p><b>RESOLVED</b> that Cllrs Sir J Graham, G Routledge, C Adams, M Gunson, C Johanssen, M Irving and E Jeffrey are members of this Committee</p> <p>Councillor C Johanssen requested for a Working Group to be arranged for a Tour De Longtown project</p> <p><b>RESOLVED</b> that Cllrs C Johanssen, R Graham and M Gunson are to be the members of this Working Group</p>
26/05/008	<p><b>Standing Orders and Financial Regulations</b> To re-adopt standing orders and financial regulations (<i>emailed to Councillors before the meeting</i>)</p> <p><b>RESOLVED</b> that the above were re-adopted</p>
26/05/009	<p><b>Assets</b> To review and update, if required, the assets register (<i>copy herewith &amp; emailed before meeting</i>)</p> <p><b>RESOLVED</b> that no updates were required</p>
26/05/010	<p><b>Insurance</b> To confirm the Parish Council has insurance cover in respect of all risks (<i>policy runs until 25 September 2026</i>)</p> <p><b>RESOLVED</b> that this was noted and accepted</p>
26/05/011	<p><b>Subscriptions - RFO</b> To review the Parish Council's subscriptions</p> <p><b>RESOLVED</b> to renew subscriptions with CALC for £322.51 and NALC for £172.11</p>
26/05/012	<p><b>Meeting Calendar for the Year 2026/2027</b> To consider a report from the Clerk (<i>copy herewith</i>)</p> <p><b>RESOLVED</b> that the report/calendar for 2026/2027 was accepted</p>

**The Full Council Meeting of the Parish Council was held immediately after the conclusion of this 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 Scour Public Area	01/01/2019	£4,000.00		
00041	Information Panels x2 (Dolly's Brae & Scour)	Furniture (External)	The Scour 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](mailto: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**

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Chairman: Cllr Mary Bradley

Chief Officer: Sonia Hutchinson

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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 31<sup>st</sup> 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

DRAFT

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Chairman: Cllr Mary Bradley

Chief Officer: Sonia Hutchinson

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# **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

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