

# STANTON PARISH COUNCIL

Councillors are hereby summoned and members of the public are invited to attend the Annual Meeting of the Parish Council to be held on **Monday 22<sup>nd</sup> May 2023** in Stainton Institute at 7.00pm, for the purposes detailed in the following agenda

## AGENDA

**1. APOLOGIES**

To receive apologies for absence and approve the reasons

**2. ELECTION OF CHAIR**

Vice-Chair to chair the meeting until a new chair is appointed

Chair to sign Declaration of Acceptance of Office

**3. ELECTION OF VICE-CHAIR**

Vice-Chair to sign Declaration of Acceptance of Office

**4. MINUTES**

To authorise the Chair to sign the minutes of the meeting held on 27<sup>th</sup> March 2023 as a true record

**5. REQUESTS FOR DISPENSATION**

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

**6. DECLARATIONS OF INTEREST**

To receive declarations by elected and co-opted members of interests in respect of items on this agenda (Members are reminded that it is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting)

**7. PUBLIC PARTICIPATION**

Members of the public have an opportunity to make statements, ask questions or raise any matters relating to the parish

**8. REPORTS**

a) To receive any relevant matters from Cumbria Police – South Lakes Focus (emailed to Cllrs.5/5/23)

b) To receive any relevant matters from the Westmorland and Furness Shadow Authority Councillors

**9. HIGHWAYS & FOOTPATHS**

To receive an update re faults and problems reported

**10. TREES & WOODS**

To receive any update

**11. LITTER PICK**

To receive a report regarding the litter pick on Saturday 1<sup>st</sup> April 2023

**12. CORONATION OF KING CHARLES III**

To note that due to insufficient responses the plans had been cancelled

**13. PLANNING**

a) To note that the following planning applications have been **submitted** to SLDC and circulated to the members of the Council since the last meeting:

**SL/2023/0368 Willowsway Country Estate, Willowsway Stud, Stainton**

Retention of lodge used to provide staff and/or guest accommodation (retrospective)

**SL/2023/0370 Disused Lancaster Canal from Sellet Hall Bridge to a point about 55m short of where its line would intersect with the A590 Embankment**

Application for a Lawful Development Certificate (Proposed) to re-line and instal a retaining structure (eg sheet piles). The canal will then be re-watered and connected to the existing restored section towards Stainton. It will then be accessible by small leisure craft, running along the short length of canal from Millness

b) To note any planning applications received and circulated to members of the Council since publishing the agenda

c) To note that no planning applications have been approved by SLDC since the last meeting

**14. FINANCE**

a) **To note the following receipts between meetings:**

HMRC – VAT refund to 31<sup>st</sup> March 2023

£483.90

# STANTON PARISH COUNCIL

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| Westmorland & Furness Council – Parish precept 2023-24 | £5,545.19 |
| Westmorland & Furness Council – Parish grant 2023-24   | £64.81    |
- b) To approve the schedule of payments for May 2023:**  
M R Richardson – Clerk’s April & May Salary £600.80 less PAYE £120.00  
plus expenses £53.35 (broadband/telephone/use of home as office/photocopies/postage),  
computer service contract £39.67 and motor expenses £21.60 (48 miles @ 45p) £595.42  
HMRC – PAYE re M R Richardson £120.00  
CALC – Annual subscription £159.04  
Zurich Municipal – Annual insurance to 31<sup>st</sup> May 2024 £363.82
- c) To approve the Receipts and Payments Account for the year ended 31<sup>st</sup> March 2023**  
**d) To receive the Internal Audit Report for the year ended 31<sup>st</sup> March 2023**  
**e) To complete the Certificate of Exemption from a limited assurance review**  
**f) To approve and sign the Annual Governance Statement 2022/23 (Section 1 of the Annual Return)**  
**g) To approve and sign the Accounting Statements 2022/23 (Section 2 of the Annual Return)**  
**h) To confirm the dates of the period for the exercise of public rights**  
**i) To review the sums insured under the insurance policy**  
**j) To review, approve and sign the Risk Management schedule**  
**k) To note the reconciled bank balance at 30<sup>th</sup> April 2023 and counter-sign the bank statement**
- 15. POLICIES AND PROCEDURES**  
To note and confirm the existing Standing Orders, Financial Regulations, Complaints Procedure, Press / Media Policy, Code of Conduct and the procedure for handling requests under the Freedom of Information Act 2000
- 16. APPOINTMENT OF REPRESENTATIVES**  
District Association
- 17. CONSULTATION & FUNDING REQUESTS**  
None
- 18. MATTERS ARISING FROM PREVIOUS MEETING**  
a. Towpath / Canal update
- 19. CORRESPONDENCE**  
To note any other correspondence received and not included as an item on this agenda and decide upon any necessary action:
- i. Further climate change information and updates
  - ii. South Lakes Area Support – Mobile emergency alerts (emailed to Cllrs.29/3/23)
  - iii. CALC – DLUHC consultation on infrastructure levy (emailed to Cllrs.30/3/23)
  - iv. CALC – Green Space 2 Grow support pack (updated 21/4/23) (emailed to Cllrs.21/4/23)
  - v. CALC – Agenda & attachments for Special General Meeting to approve draft Memorandum of Articles of Association for a private limited company limited by guarantee (emailed to Cllrs.27/4/23)
  - vi. CALC – Police, Fire & Crime Commissioner’s support services survey (emailed to Cllrs.5/5/23)
- 20. COUNCILLORS’ ISSUES TO BE RAISED - *No discussions must take place on these matters but will be placed on the next Agenda***
- 21. TO NOTE ANY ITEMS FOR INFORMATION – *no decisions or action permitted***
- 22. DATE OF NEXT MEETING**  
To confirm the next meeting of the Parish Council will be held on Monday 24<sup>th</sup> July 2023 in Stainton Institute at 7.00pm

**Malcolm Richardson**

Clerk to the Council

Old Barn Cottage, Borwick, Carnforth LA6 1JS

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17<sup>th</sup> May 2023