

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 17th May 2021** in St Thomas' Church, Crosscrake at 7.10pm for the purposes detailed in the following agenda. The meeting will follow Covid-19 government guidance with regard to multi use community centres including social distancing and the wearing of masks

The Parish Council warmly thanks the Vicar and the churchwardens of St Thomas' Church for their understanding and time in considering and approving the request to hold this meeting

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. ELECTED (NOMINATED) COUNCILLORS

Councillors to sign Declarations of Acceptance of Office

5. MINUTES

To authorise the Chair to sign the minutes of the meeting held on 14th December 2020 as a true record

6. APPOINTMENT OF COUNCILLOR TO FILL CASUAL VACANCY

To discuss

7. 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

8. 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)

9. PUBLIC PARTICIPATION

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

10. REPORTS

a) To receive any relevant matters from the District Councillors

b) To receive any relevant matters from the County Councillor

11. HIGHWAYS & FOOTPATHS

Update and progress re faults and problems reported including tree management at Underhelm Wood

12. LITTER PICK

To receive a report

13. CELEBRATION OF END OF LOCKDOWN

To discuss

14. 20 MPH SPEED LIMITS

To discuss

15. PLANNING

i. To note that the following planning applications have been **refused** since the last meeting:

SL/2020/0840 & 0841 The Paddocks, Willowsway Stud, Willowsway Country Estate, Stainton

Single storey rear extension (part retrospective) and installation of flue (retrospective) (resubmission of SL/2020/0245 & 0246)

- ii. To note that the following planning applications have been **approved** since the last meeting:
- SL/2020/0673 Willowsway Lodge, Willowsway Country Estate, Stainton**
Variation of condition 1 (temporary time period) attached to SL/2018/0379 (temporary living accommodation for the duration of the construction phase of works)
- SL/2020/0700 Helmdene, Oxenholme, Kendal**
Replacement of existing buildings and associated structures with a single storey pitched roofed shed / garage
- SL/2020/0435 The Barn, Millbridge Lane, Stainton**
Application for non-material amendments to window positions following grant of planning permission SL/2019/0030
- SL/2020/0432 The Barn, Millbridge Lane, Stainton**
Discharge of condition 5 (windows and doors) attached to planning permission SL/2019/0030
- SL/2020/0795 Land to the south of Willowsway Lodge, Willowsway Country Estate, Stainton**
Retrospective application for installation of fence and hedge surrounding Klargester Biodisk BF package treatment plant
- SL/2020/0714 & 0715 Willowsway Country Estate, Stainton**
Creation of private amenity space for The Barn and The Bothy; construction of a garage, single storey extension and porch for The Barn (part retrospective)
- iii. To note notification of **appeal** against refusal of planning permission:
- SL/2020/0627 Helm Mount Farm, Barrows Green**
Change of use of part of storage building to wheelchair accessible holiday let
- iv. 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/2021/0324 & 0406 The Barn and The Bothy, Willowsway Country Estate, Stainton**
Amendment of conditions 6 & 8 of approvals SL/2020/0714 & 0715

16. FINANCE

a) To note the following receipts between meetings:

SLDC – Locality grant re defibrillator	£350.00
HMRC – VAT refund	£104.50
SLDC – Precept 2021/22	£4925.75
SLDC – Precept grant	£64.25

b) To note the following payments between meetings:

Wellers Hedley – Legal costs re common land	£264.00
M R Richardson – Clerk’s December & January Salary £584.10 less PAYE £116.80 plus expenses £22.06 (broadband/telephone/postage) and motor expenses £6.30 (14 miles @45p)	£495.66
HMRC – PAYE re M R Richardson	£116.80
South Westmorland Village Maintenance Association – Gritting	£234.20
M R Richardson – Clerk’s February & March Salary £519.20 less PAYE £103.80 plus expenses £20.66 (broadband/telephone/postage) and motor expenses £12.60 (28 miles @45p)	£448.66
HMRC – PAYE re M R Richardson	£103.80

c) To approve the schedule of payments for May 2021:

St Thomas’ Church – Hire and associated costs of meeting	£20.00
M R Richardson - Clerk’s April & May Salary £584.10 less PAYE £116.80 plus expenses £60.99 (broadband/telephone/computer service/postage) and motor expenses £20.70 (46 miles @45p)	£548.99
HMRC – PAYE re M R Richardson	£116.80
Jean Airey – Internal audit	£50.00
CALC – Annual subscription	£133.48
Zurich Insurance – Annual insurance premium	£319.01

d) To approve the Receipts and Payments Account for the year ended 31st March 2021

e) To receive the Internal Audit Report for the year ended 31st March 2021

f) To complete the Certificate of Exemption from a limited assurance review

g) To approve and sign the Annual Governance Statement 2020/21 (Section 1 of the Annual Return)

- h) To approve and sign the Accounting Statements 2020/21 (Section 2 of the Annual Return)
 - i) To confirm the dates of the period for the exercise of public rights
 - j) To approve the Asset Register and review the sums insured under the insurance policy
 - k) To review, approve and sign the Risk Management schedule
 - l) To note the reconciled bank balance at 30th April 2021 and counter-sign the bank statement
- 17. 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.
- 18. APPOINTMENT OF REPRESENTATIVES**
- a) District Association.
 - b) Canal & River Trust Towpath Trail Group.
- 19. CONSULTATION & FUNDING REQUESTS**
None
- 20. MATTERS ARISING FROM PREVIOUS MEETING**
- a. Towpath Trail
 - b. BT payphone removal / defibrillator
- 21. CORRESPONDENCE**
To note any other correspondence received and not included as an item on this agenda and decide upon any necessary action:
- i. Further items from SLDC and Cumbria Police relating to coronavirus (Covid-19) matters
 - ii. Further items from SLDC and CALC concerning local government reorganisation and The Bay authority proposal
 - iii. Various items re the death of HRH The Prince Philip, Duke of Edinburgh on 9th April 2021
 - iv. The items listed in a schedule emailed to Cllrs on 12th May 2021
- 22. ANY OTHER BUSINESS**
Important matters arising after publication of agenda (if any)
- 23. COUNCILLORS' ISSUES TO BE RAISED**
No discussions must take place on these matters but will be placed on the next Agenda
- 24. DATE OF NEXT MEETING**
To confirm the next meeting of the Parish Council will be held on Monday 26th July 2021 in St Thomas' Church, Crosscrake at 7.00pm

Malcolm Richardson
Clerk to the Council
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12th May 2021