

# 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 20<sup>th</sup> May 2019** in Crosscrake School, Crosscrake following the Annual Parish Meeting which commences at 7.30pm.

## 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 elected.  
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 25th March 2019 as a true record.
- 5. APPOINTMENT OF COUNCILLOR TO FILL CASUAL VACANCY**
- 6. 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.
- 7. 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)
- 8. PUBLIC PARTICIPATION**  
Members of the public have an opportunity to make statements, ask questions or raise any matters relating to the parish.
- 9. REPORTS**
  - a) To receive a report on behalf of the Neighbourhood Policing Team.
  - b) To receive any relevant matters from the District Councillor.
  - c) To receive any relevant matters from the County Councillor.
- 10. HIGHWAYS/FOOTPATHS**  
Update and progress re faults and problems reported.
- 11. COMMON LAND**  
Update on fencing and tarmac.
- 12. LITTER PICK**  
To receive a report.
- 13. PLANNING**
  - i. To note that no planning applications have been notified as approved by SLDC since the last meeting.
  - ii. To note that no planning applications have been submitted to SLDC and circulated to members of the Council since the last meeting
- 14. FINANCE**
  - a) To approve and sign the Receipts and Payments Account for the year ended 31<sup>st</sup> March 2019.
  - b) To complete the Certificate of Exemption from a limited assurance review.
  - c) To approve and sign the Annual Governance Statement 2018/19 (Section 1 of the Annual Return).
  - d) To approve and sign the Accounting Statements 2018/19 (Section 2 of the Annual Return).
  - e) To confirm the dates of the period for the exercise of public rights.
  - f) To note the National Salary Award 2019/20 and amend the Clerk's salary accordingly.
  - g) To review the sums insured under the insurance policy.
  - h) To note receipts between meetings:**

SLDC – Precept 2019/20	£4641.11
SLDC – Precept grant	£83.89

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|-----------|---|---------|
|           | HMRC – VAT refund   | £47.91  |
| <b>i)</b> | <b>To approve the following payment made between meetings:</b>  |         |
|           | Jean Airey – Annual internal audit  | £76.55  |
| <b>j)</b> | <b>To approve the schedule of payments for May 2019:</b>  |         |
|           | Crosscrake School - Hire and associated costs of meeting  | £20.00  |
|           | M R Richardson -Clerk’s April & May Salary £557.55 less PAYE £111.40 plus expenses £129.22 (broadband/telephone/stationery/postage/computer service) and £42.30 (94 miles @45p) | £617.67 |
|           | HMRC - PAYE re M R Richardson   | £111.40 |
|           | SLDC - Contribution to support litter bin provision 2019/20   | £156.00 |
|           | CALC – Annual subscription 2019/20  | £125.71 |
|           | GeoXphere Ltd – Annual subscription to Parish Online (B4RN) to 14/5/20  | £60.00  |
|           | Community Lincs Ins Services – Renewal premium (long term agreement to May 2023)  | £305.23 |
| <b>k)</b> | To review, approve and sign the Risk Management schedule.   |         |
| <b>l)</b> | To note the reconciled bank balance at 30 <sup>th</sup> April 2019 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**
- a) District Association.
  - b) Canal & River Trust Stainton Project Steering Group.
- 17. CONSULTATION & FUNDING REQUESTS**  
None.
- 18. MATTERS ARISING FROM PREVIOUS MEETING**
- a. Report re B4RN including the funding application to the SLDC Locally Important Projects Fund.
  - b. Stainton Aqueduct.
- 19. CORRESPONDENCE**
- i. SLDC – Link to SLDC agenda for 28/3/19 meeting (emailed to Cllrs.21/3/19)
  - ii. CALC – Cumbria Action for Health network bulletin (emailed to Cllrs. 25/3/19)
  - iii. CALC – Review of audit code of practice (emailed to Cllrs. 26/3/19)
  - iv. SLDC – Adoption of the Development Management Policies Development Plan Document (DPD) & the Arnsdale & Silverdale AONB DPD (emailed to Cllrs. 3/4/19)
  - v. CALC – North West Coastal Access March update (emailed to Cllrs. 9/4/19)
  - vi. CALC – Volunteers required to sit on Local Council Award Scheme accreditation panels (emailed to Cllrs. 9/4/19)
  - vii. CALC – Paperwork for next District Association meeting on 6/6/19 (emailed to Cllrs. 9/4/19)
  - viii. CALC – April 2019 newsletter (emailed to Cllrs. 11/4/19)
  - ix. CCC – Temporary road closure on U5660 near Sedgwick (emailed to Cllrs. 23/4/19)
  - x. SLDC – Action for Health network bulletin (emailed to Cllrs. 23/4/19)
  - xi. CALC – Community Infrastructure Levy (CIL) briefing note (emailed to Cllrs. 23/4/19)
  - xii. CALC – North West Coastal Access April update (emailed to Cllrs. 25/4/19)
  - xiii. Healthwatch Cumbria – NHS long term plan survey (emailed to Cllrs. 25/4/19)
  - xiv. SLDC – Updated planning validation requirements May 2019 consultation document (emailed to Cllrs. 9/5/19)
  - xv. CALC – Consultation re changes to rules around vehicle operator licensing systems (emailed to Cllrs.9/5/19)
  - xvi. CALC – Programme for summer conference on 22/6/19 (emailed to Cllrs.9/5/19)
  - xvii. Canal & River Trust – Minutes of Steering Group meeting on 24/4/19 (emailed to Cllrs.9/5/19)
  - xviii. CALC – May 2019 newsletter (emailed to Cllrs.10/5/19)
  - xix. SLDC – Becoming an effective member/code of conduct training 14/5/19 (emailed to Cllrs.10/5/19)
  - xx. CALC – Minutes & documents re presentation by police to March 2019 District Association meeting (emailed to Cllrs. 13/5/19)
  - xxi. SLDC – Updated planning validation requirements May 2019 consultation document extension (emailed to Cllrs.13/5/19)
  - xxii. SLDC – Link to SLDC agenda for 21/5/19 annual meeting (emailed to Cllrs.14/5/19)

**20. ANY OTHER BUSINESS**

Important matters arising after publication of agenda (if any)

**21. COUNCILLORS' ISSUES TO BE RAISED**

No discussions must take place on these matters but will be placed on the next Agenda.

**22. DATE OF NEXT MEETING**

To confirm the next meeting of the Parish Council will be held on Monday 22<sup>nd</sup> July 2019 commencing at 7.30pm in St. Thomas' Church, Crosscrake.

***Malcolm Richardson***

Clerk to the Council

The Barn, Harmony Hill, Milnthorpe LA7 7QA

staintonpc@outlook.com

14<sup>th</sup> May 2019