

# 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 23<sup>rd</sup> May 2022** 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 28<sup>th</sup> March 2022 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 the South Lakeland District Councillors

b) To receive any relevant matters from the Cumbria County Councillor

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

**9. HIGHWAYS & FOOTPATHS**

To receive an update, to note progress re faults and problems reported and to consider forming a working party to remove Himalayan Balsam

**10. TREES & WOODS**

To receive any update including the request for trees under the Queen's Platinum Jubilee tree initiative

**11. LITTER PICK**

To receive a report regarding the litter pick on Saturday 9<sup>th</sup> April 2022

**12. THE QUEEN'S PLATINUM JUBILEE CELEBRATIONS 2<sup>nd</sup> JUNE 2022**

To finalise arrangements

**13. SPEED LIMITS & SPEED CALMING**

To receive a report

**14. PLANNING**

a) To note that the following planning applications have been **approved** since the last meeting:

**SL/2021/1002 Willowsway Country Estate, Willowsway Stud, Stainton**

Variation of conditions 2 (approved plans), 5 (railings), and 9 & 10 (hard and soft landscaping) attached to Listed Building Consent SL/2020/0722 (Part Retrospective Application to create curtilage and garage for 2 partially completed dwellings (Old Stables and Coach House) within Listed Building; relocation of previously approved Rural Workers Dwelling in converted stables (Keepers Cottage) and creation of private amenity space for Paddocks

**SL/2021/1010 Willowsway Country Estate, Willowsway Stud, Stainton**

Variation of conditions 2 (approved plans), 6 & 7 (hard and soft landscaping) and 9 (railings) attached to planning permission SL/2020/0721 (Part Retrospective Application to create curtilage and garage

- for 2 partially completed dwellings (Old Stables and Coach House) within Listed Building; relocation of previously approved Rural Workers Dwelling in converted stables (Keepers Cottage) and creation of private amenity space for Paddocks
- b) To note that no planning applications have been **submitted** to SLDC and circulated to the members of the Council since the last meeting
- c) To note that the following planning application has been **refused** by SLDC since the last meeting:  
**SL/2021/0932 Helm Mount Farm, Barrows Green, Kendal**  
 Change of use of part of store building to wheel chair accessible holiday let (resubmission of SL/2020/0627)
- d) To note that an **appeal** has been made regarding the refusal by SLDC of the following application:  
**SL/2021/0885 Willowsway Country Estate Lodge, Stainton**  
 Variation of condition 1 (retention of temporary lodge) attached to planning permission SL/2020/0673 (variation of condition 1 attached to SL/2018/0379 - temporary living accommodation for the duration of the construction phase of works)

## 15. FINANCE

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

SLDC – Parish precept 2022-23	£5,123.24
SLDC – Parish grant 2022-23	£56.76

### b) To approve the schedule of payments for May 2022:

M R Richardson - Clerk's April & May Salary £539.20 less PAYE £107.80	
plus expenses £70.41 (broadband/telephone/use of home/postage/ computer service contract) and motor expenses £14.40 (32 miles @45p)	£516.21
HMRC – PAYE re M R Richardson	£107.80
CALC – Annual subscription 2022-23	(approx) £140.00
Zurich Municipal - Annual insurance to 31 <sup>st</sup> May 2023	£323.26

- c) To approve the Receipts and Payments Account for the year ended 31<sup>st</sup> March 2022
- d) To receive the Internal Audit Report for the year ended 31<sup>st</sup> March 2022
- e) To complete the Certificate of Exemption from a limited assurance review
- f) To approve and sign the Annual Governance Statement 2021/22 (Section 1 of the Annual Return)
- g) To approve and sign the Accounting Statements 2021/22 (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 2022 and counter-sign the bank statement

## 16. 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.

## 17. APPOINTMENT OF REPRESENTATIVES

- a) District Association
- b) Canal & River Trust Towpath Trail Group

## 18. CONSULTATION & FUNDING REQUESTS

None

## 19. MATTERS ARISING FROM PREVIOUS MEETING

- a. Towpath Trail
- b. Possible replacement village noticeboard

## 20. 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 concerning local government reorganisation
- ii. CALC – Minutes of the 24/3/22 South Lakeland District Association meeting (emailed to Cllrs.18/5/22)
- iii. CALC – New resilience project to provide support and information to Town & Parish Councils (emailed to Cllrs.18/5/22)
- iv. CALC – North West Coastal Access update April 2022 (emailed to Cllrs.18/5/22)
- v. SLDC – Street naming and numbering addressing guidance and policy (emailed to Cllrs.18/5/22)
- vi. CALC – Invitation to CALC “Together with Refugees” countywide forum (emailed to Cllrs.18/5/22)

vii. CALC – March & April edition of CALC News (emailed to Cllrs.18/5/22)

viii. Cumbria Police – April 2022 newsletter (emailed to Cllrs.18/5/22)

**21. COUNCILLORS' ISSUES TO BE RAISED - *No discussions must take place on these matters but will be placed on the next Agenda***

**22. TO NOTE ANY ITEMS FOR INFORMATION – *no decisions or action permitted***

**23. DATE OF NEXT MEETING**

To confirm the next meeting of the Parish Council will be held on Monday 18<sup>th</sup> July 2022 in Stainton Institute

***Malcolm Richardson***

Clerk to the Council

Old Barn Cottage, Borwick, Carnforth LA6 1JS

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18<sup>th</sup> May 2022