

# STANTON PARISH COUNCIL

Dear Sir/Madam

May 2017

You are invited to attend the AGM & Ordinary Parish Council Meeting of Stainton Parish Council in Crosscrake School on Monday 22nd May, 2017 with refreshments being available from 7.00pm and the meeting starting at 7.30 p.m.

Yours sincerely,

Karen Wells Clerk

## **AGENDA**

### **Welcome**

#### **The evening opens with a glass of wine and refreshments**

**1.17 CHAIRMAN'S REPORT** - A summary of the work of the Parish Council during the last 12 months.

**2.17 MINUTES** - To authorise the chairman to sign the minutes of the previous Annual Parish Meeting held on 23<sup>rd</sup> May 2016 and the meeting held on Monday 27th March 2017 as true records of the Meetings.

**3.17 ELECTION OF CHAIR** for ensuing year (*Vice chair to take the meeting until a new chair elected*) (*Chair to sign Declaration of Acceptance of Office*)

**4.17 ELECTION OF VICE CHAIR** – (*Vice chair to sign Declaration of Acceptance of Office*)

**5.17 APOLOGIES** - To receive apologies, for absence and approve the reasons.

**6.17 DECLARATION OF INTERESTS** – To receive declarations by elected and co-opted members of interests in respect of items on either agenda.

Members are reminded that, in accordance with the Code of Conduct, they are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting.) Members may, however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared in the Register, as well as any other registrable or other interests. *If a Member requires advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote, he/she is advised to contact the clerk at least 24 hours in advance of the meeting.*

**7.17 Annual report from Crosscrake School**- report on the school year 2016/17

**8.17 Annual report from Lancaster canal Trust** – 2016/17

**9.17 Annual report from Stainton Institute** – up to March 2017

#### **CLOSE OF STANTON PARISH COUNCIL AGM**

**to be followed by the ordinary meeting of Stainton Parish Council**

## Agenda for Parish Council Meeting 22<sup>nd</sup> May 2017

### **1.17 OPEN SESSION:** members of the

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

### **2.17 UPPER KENT LAP:** Update on LAP meeting 28<sup>th</sup> June 2017

### **3.17 POLICING IN THE VILLAGE:** Attendance by PCSO or community report.

### **4.17 HIGHWAYS AND FOOTPATHS:**

- i. Update on repair to bus shelter.

**5.17 Underhelm wood:** Value and acreage for inclusion on website. Letter from resident about litter problem.

**6.17 FUTURE MANAGEMENT OF HELM COMMON:** Consultation from Natland PC.

### **7.17 PLANNING:**

Review of Stainton PC procedure when processing planning applications and of the relevant section in the standing orders.

**Applications received:** None

**Notification received:** None

### **8.17 FINANCE:**

#### **To authorise schedule of payments for May/June**

#### **i. Payments:**

**Made between meetings:** SLDC Bin emptying = £154.66

#### **Payments to sanction during the meeting:**

Clerks May wage £139.45 + back pay £8.70 + expenses £10 (broadband/telephone)  
+ admin exp stamps £3.85 + cash book £2.95. = £ 164.95

Clerks June wage £139.45 + expenses £10 (broadband/telephone) = £149.45

Hire and associated costs of meeting payable to School = £20

CALC Annual Subscription = £132.60

Community Lincs Insurance (Zurich) = £446.72

Internal audit = £50.00

#### **ii. Payments received:**

SLDC Annual precept = £3400.65

SLDC Top up precept grant = £108.35

### **AUDIT**

i) To sign Asset and risk registers, reviewed and agreed at March meeting.

ii) To agree and sign parts 1 + 2 of annual audit returns and authorise the chair to sign.

iii) To approve summary receipts and payments for year 2016/17 and sign.

**9.17 CONSULATION & FUNDING REQUESTS:** none

### **10.17 MATTERS ARISING FROM PREVIOUS MEETING:**

- i) **Flood action plan:** update.

**11.17 AOB:** *important matters arising after publication of agenda (if any)*

Clerk Karen Wells

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[www.parish-council.com/stainton/](http://www.parish-council.com/stainton/)

**12.17 Councillor's issues to be raised – *no discussions must take place on these matters but will be placed on the next Agenda***

**Close meeting**

**13.17 Next Meeting – Monday 24th July 2017, 7.30pm to be held at St Thomas' Church Crosscrake**