

17 May 2022

**PRESTON PATRICK PARISH COUNCIL**

**To Members of the Council**

You are summoned to attend the Annual Meeting of Preston Patrick Parish Council at Preston Patrick Memorial Hall on Monday 23 May 2022, to deal with the items of business set out in the agenda below commencing immediately after the Annual Parish Assembly (starting at 7pm).

Scott Thornley  
Clerk

**AGENDA**

1. **Election of Chair** – to elect a Chair for the year 2022-2023 and to receive their Declaration of Acceptance of Office.
2. **Election of Vice-Chair** – to elect a Vice-Chair for the year 2022-2023.
3. **Apologies** – to receive apologies and note reasons for absence
4. **Minutes** – to authorise Chairman to sign the Minutes of the Ordinary Council Meeting held Monday 21 March 2022 as a true record (*previously circulated*)
5. **Declarations of Interest** - to receive declarations of Members' interests in respect of items on this agenda. (*Members are reminded of their responsibilities as set out in the Code of Conduct to declare any disclosable pecuniary interests or other registrable interests.*)
6. **Public Participation**
  - a) To receive a report from Kendal Rural Policing Team (monthly newsletter)
  - b) To receive a report on relevant matters from local County and District Council Members
  - c) Any member of the public may make representations on matters relating to the parish (*items for decision not on the agenda will be considered for inclusion on a future agenda*)
7. **Planning**

Application Reference	Location	Proposal
SL/2022/0346	White Cottage, Cow Brow, Lupton	Replacement single storey side/rear extension

8. **Member Appointments and Lead Responsibilities** – to review appointments for 2022-2023
9. **Policy and Governance Review** – to review and if necessary amend and adopt council policies and governance documents for 2022-2023 including:
  - a) Standing Orders
  - b) Financial Regulations
  - c) Risk Assessment
  - d) Asset Register
  - e) Complaints Procedure
  - f) Procedure for dealing with FOI requests
  - g) Policy for dealing with the press and media
10. **Finance**
  - a) **Year End Accounts** – to receive and approve the year end accounts, bank reconciliation, payments over £100 and reasons for variance
  - b) **Schedule of Payments May** - To note balances, budget position as at 30 April 2022 and to approve payments as listed in the financial report

c) **Insurance** – to approve insurance arrangements for June 2022 – June 2023

**11. Audit 2021-2022** – to receive and approve:

- a) Internal Audit Report
- b) Certificate of Exemption
- c) Annual Governance Statement
- d) Annual Accounting Statement
- e) Notice of Public Rights

**12. Noticeboards** – to receive updates for noticeboards at the memorial hall and Millness and arrangements for urgent repair and ongoing maintenance at Gatebeck

**13. Jubilee Celebrations** – To receive an update on the planned celebrations

**14. Website** – To receive an update on the new website

**15. Footpaths** – to receive correspondence regarding the condition of footpaths and consider any action

**16. Meetings:-** to receive reports or note attendance at external meetings

**17. Correspondence Received**

- NALC – Legal Updates
- Lancaster Canal Trust – Complete Guide to Lancaster Canal
- CALC – Contact details for councillors
- CALC – Newsletter
- Cumbria Police – April Report
- Heather Johnson – Footpaths

**18. Councillor Matters** - To receive items of interest to the Parish for information only. (Items raised for decision will be considered for inclusion on a future agenda).

**19. Date of Next Meeting – Monday 18 July 2022 – Ordinary Parish Council Meeting, 7.30 Preston Patrick Memorial Hall**