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May 2026

## PRESTON PATRICK PARISH COUNCIL

Councillors are summoned to attend the **Annual** Meeting of Preston Patrick Parish Council at Preston Patrick Memorial Hall on Tuesday 26<sup>th</sup> May 2026 at 7.30pm, to deal with the items of business set out in the agenda below.

The public may attend. See website for further details. <https://www.prestonpatrick-pc.gov.uk>

Christine Davidson  
Clerk

### **AGENDA**

1. To elect a Chairman for the Council Year 2026-27
2. To receive the Chairman's Declaration of Acceptance of Office as Chairman.
3. To appoint a Vice-Chairman for Council Year 2026-27
4. Receive Apologies for Absence.
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. Authorise the Chairman to sign the minutes of the meeting of 30<sup>th</sup> March 2026 (previously circulated)
7. Public Participation  
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*)
8. To receive a report on relevant matters from Westmorland and Furness Council Member
9. Planning Applications
  - a) 2026/0723/PACOU at Barns at Kaker Mill, Preston Patrick, Milnthorpe, LA7 7NZ  
Prior Notification under Schedule 2, Part 3, Class Q for the change of use of an agricultural building to two dwellinghouses, with demolition of existing lean-to structures.
10. To Review and adopt updated Governance and Policy Documents:
  - a) Standing Orders
  - b) Code of Conduct
  - c) Financial Regulations & Internal Controls and Risk Assessments
  - d) Data Protection
  - e) Freedom of Information
  - f) Digital & IT Policy
  - g) Publication Scheme
  - h) Complaints Procedure

- i) Retention of Documents Policy
- j) Scheme of Delegation to Clerk

11. To appoint Internal Auditor for 2026/27
12. To approve Final Income and Expenditure Account for year ended 31<sup>st</sup> March 2026
13. Annual Governance & Accountability
  - a) Receive Internal Audit Report
  - b) Approve Section 1 – Annual Governance Statement
  - c) Approve Section 2 – Accounting Statements
  - d) Confirm eligibility for exemption f
  - e) Resolve to certify the council exempt from external audit
  - f) Sign the Certificate of Exemption (Chair and RFO)
14. Training  
 CiLCA Qualification – Contribution to Clerk’s Additional Hours  
 To consider approving a contribution of 25 hours of paid time for CiLCA portfolio work completed outside contracted hours.
15. Finance

**Schedule of Payments** - To note balances, and to approve payments as listed below:

**Current Account Bank Balance:** £

**Note receipt of Precept**

Items previously paid:

- |                          |         |
|--------------------------|---------|
| 1. Clerk Salary Mar, Apr | £398.02 |
| 2. HMRC PAYE             | £99.60  |

Items to be authorised

- |   |         |
|---|---------|
| 3. Clerk Expenses Mar-May                   | £65.50  |
| 4. CALC Membership                          | £208.01 |
| 5. Zurich Insurance                         | £214.00 |
| 6. M Richardson – Audit                     | £100.00 |
| 7. Clerk May salary & HMRC PAYE             | £607.66 |
| 8. J E Duckett – SID installation materials | £87.12  |

16. Ongoing/Outstanding Matters

Speeding Issues Gatebeck	All	SID is installed – lines and road markings still to be done
Website Update & Email Addresses		
Damaged bench at Warth	Clerk	Claim registered
Littering at Gatebeck	Reported by resident	No further reports

17. Correspondence Received and Circulated

CALC Communication  
W & F Council updates

18. **Councillor /Reports** - 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**

The next meeting will be held on Monday 13<sup>th</sup> July at 7.30pm