

13<sup>th</sup> May 2021

## 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, 24<sup>th</sup> May 2021, to deal with the items of business set out in the agenda below commencing immediately after the Annual Parish Meeting (starting 7pm)

The public may attend and there will be Safety measures in place which attendees must comply with. See website for further details. <https://www.prestonpatrick-pc.gov.uk>

*A. Cade*

Ms Anne-Marie Cade  
Clerk

### AGENDA

1. **Election of a Chairman** – to elect a Chairman for the year 2021-22 and receive their declaration of acceptance of office
2. **Election of a Vice Chairman**– to elect a Vice-Chairman for the year 2021-22 and receive their declaration of acceptance of office
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 22<sup>nd</sup> March 2021 pp 20012-20014 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. **Excluded Item:** To consider whether item 20 should be considered without the presence of the press and public, on the grounds of confidentiality, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 1(2).
7. **Public Participation**
  - i. To receive a report from Kendal Rural Policing Team (monthly newsletter)
  - ii. To receive a report on relevant matters from local County and District Council Members
  - iii. 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. **Planning**
  - a) To submit observations to the planning authority on current planning applications including:

Application No.	Location	Proposal
SL/2021/0370	2a Unit J36 Rural Auction Centre, Crooklands, MILNTHORPE	Retention of temporary portacabin unit (planning permission SL/2018/0152)
SL/2021/0409	The Old Cooperage, Gatebeck, KENDAL	Light industrial unit

- b) Planning enforcement – to consider complaints including Warth Hill pop up campsite

c) To note any decisions made by the Planning Authority since the last meeting.

- 9. Member appointments and lead responsibilities** – to review appointments for 2021-22
- 10. Policy and Governance Review** – to review and if necessary, amend Council policies and governance documents for 2021-2022 including
- Standing Orders
  - Financial Regulations
  - Risk Assessment
  - Asset Register
  - Complaints Procedure
  - Procedure for dealing with FOI requests
  - Policy for dealing with the press and the media
  - Dates of meetings 2021-22
- 11. Finance**
- a) Year-end accounts** – to receive and approve the year end accounts, bank reconciliation, payments over £100, reasons for variance
- b) Schedule of Payments May-** To note balances, budget position as at 30 April 2021 and to approve payments as listed in the financial report
- c) Insurance** - To approve insurance arrangement for June 2021 – June 2022
- d) Budget report-** to receive an updated budget report for 2021-22
- 12. Audit 2020 – 2021** –
- To receive the Internal Audit Report
  - To approve the Certificate of exemption
  - To approve the Governance Statement for the Annual Return
  - To approve the Finance Statement for the Audit Annual Return
  - To note arrangements for Public viewing of accounts
- 13. Noticeboards** – to consider specifications and costs for noticeboards at the memorial hall and Millness and arrangements for urgent repair and ongoing maintenance at Gatebeck
- 14. Footpaths** – to consider updates and further actions to rectify footpath issues in the parish
- 15. Parish Litter Pick** – to set a date for a Parish Litter Pick
- 16. Consultations:-** To consider responses to current consultations including
- Response made to Government Consultation on Cumbria Local Government Review
  - Online parish meeting government consultation
- 17. Meetings:-** to receive reports or note attendance of external meetings
- Calc District – 10<sup>th</sup> June, P.Winter
- 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 – Mon 26<sup>th</sup> July – Ordinary Parish Council Meeting, 7.30 Preston Patrick Memorial Hall (tbc)**
- Close of meeting to public and press*
- 20. Clerk's post** – to consider arrangements for the clerk's position