

14<sup>th</sup> May 2016

## 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<sup>rd</sup> May 2016, to deal with the items of business set out in the agenda below commencing immediately after the Annual Parish Meeting (start 7pm)

*A. Cade*

Ms Anne-Marie Cade  
Clerk

### AGENDA

- 1) **Election of a Chairman** – to elect a Chairman for the year 2016-17 and receive their declaration of acceptance of office
- 2) **Apologies** – to receive apologies and note reasons for absence
- 3) **Minutes** – to authorise Chairman to sign the Minutes of the Ordinary Council Meeting held 21st March 2016 pp 109-111 as a true record (*previously circulated*)
- 4) **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.*)
- 5) **Appointment of a Vice Chairman**
- 6) **Public Participation**
  - i. To receive a report from Kendal Rural Policing Team
  - 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*)
- 7) **Planning**
  - a) To submit observations to the planning authority on current planning applications including:

Application No.	Location	Proposal	Name
SL/2016/0368	Millness Abbey, Crooklands,	Single storey rear extension	Mr & Mrs Kitson

- b) To note the following planning application response made by the Clerk on behalf of the Council following consultation with members between meetings

Application No.	Location	Proposal	Response
SL/2016/0261	Waters Edge Caravan Park	Formation of three touring pitches to an area allocated for tent pitches.	No objections

- c) To consider a request from J36 Auction Mart to commission a statue on the new roundabout

- 8) Member appointments and lead responsibilities** – to review appointments for 2016-17
- 9) Policy and Governance Review** – to review and if necessary amend Council policies and governance documents for 2016-2017 including
  - a) Standing Orders
  - b) Financial Regulations
  - c) Risk Assessment
  - d) Asset Register
  - e) Complaints Procedure
  - f) Procedure for dealing with FOI requests or under the Data Protection Act
  - g) Policy for dealing with the press and the media
  - h) Dates of meetings 2016-17
- 10) Finance**
  - a) Year-end accounts** – to receive and approve the year end accounts, bank reconciliation and Q4 budget report
  - b) 2016 – 17 Payments** - To approve the list of regular payments, and subscriptions for 2016-17
  - c) Schedule of Payments May-** – To note balances, budget position as at 30 April 2016 and to approve payments as listed in the financial report
  - d) To approve insurance arrangement for June 2016 – June 2017**
- 11) Audit 2015 – 2016 –**
  - a) To receive the Internal Audit Report
  - b) To note arrangements for External Audit
  - c) To approve the Governance and Finance Statements for the Audit Annual Return
- 12) Pensions regulations** - To receive an update from the Clerk on actions to meet pensions regulations
- 13) B4SW Superfast Broadband project update :-**To receive an update from Cllr Winter
- 14) Community Led Plan** – to receive an update from Cllr Winter
- 15) Parish Litter Pick** – to report on the Parish Litter Pick
- 16) Highways Issues** – to consider any highways issues including a SID update
- 17) Preston Patrick Parish Council Community Website** – to receive an update on the development of the web site
- 18) Meetings:-** to receive reports or note attendance of external meetings
- 19) 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*
- 20) Date of Next Meeting** – Mon 18 July – Ordinary Parish Council Meeting, 7.30 Preston Patrick Memorial Hall