

19 June 2024

Dear Sir/Madam,

You are summoned to attend the Colton Annual Parish Council Meeting being held in Bouth Village Hall on **Monday 24th May at 7pm**. Please let the Parish Clerk know in advance if you plan to attend and wish to speak on a specific matter.

Julie Hendry, Clerk to Council, clerk@coltonparishcouncil.org.uk

AGENDA

- 1. Election of Chair for the Parish Council Year 2024/2025:**
- 2. Apologies:**
- 3. Appointment of Vice-Chair for the Parish Council Year 2024/2025:**
- 4. Minutes of Last Meeting:** To authorise the Chair to sign the minutes of the Parish Open Meeting held on 20 May 2023 and the Parish Council meeting held on 22 April 2024 as true records.
- 5. Declarations of Interest:** To receive declarations of interest by members in respect of items on this agenda
- 6. Requests for Dispensations:** The Clerk to report any requests received for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest
- 7. Register of Members' Interests:** To record any changes to the Register of Members' Interests
- 8. Public Participation**
 - a. Community participation:
 - b. Unitary Authority update: Cllr Pender
- 9. Update on actions from the previous meeting** (not covered elsewhere on the agenda):
 - a. 2024 Parish Council election update
 - b. Hulleter farm works update
- 10. Chair's Report 2023/24 (attached):** Cllr Abigail Bennett
- 11. Annual report from the Chair of the Bouth Village Green Advisory Committee (attached)**
- 12. Colton Parish community and environmental matters:**
 - a. Community Plan update: Cllr Bennett
 - b. Defibrillator in Finsthwaite: Parish Clerk
 - c. Rusland Show: Cllr Bennett
 - d. YMCA Lakeside North Camp sale and community vision for the site: Cllr Bennett
 - e. Support from Colton Parish for local food bank appeals: Cllr Bennett
 - f. Support to Colton Parish Council offered from Rookhow: Cllr Bennett
- 13. Highways and lengthsman: ALL**
 - a. Issues for reporting to Highways (via HIAMS) and Parish Lengthsman

14. Planning

- a. To consider and respond to the following planning applications: NIL
- b. Planning applications responded to, awaiting LDNPA decision:
 - i) 7/2024/5221 at Burn Knott, Bouth, LA12 8JF. Erection of detached 2 bay car port and single garage with 1st floor storage space. Erection of lean-to porch on the side of the main house. CPC NEUTRAL
- c. LDNPA decisions- for information only
 - i) 7/2023/5504 at Old School House, Bouth, LA12 8JQ. Change of use of woodland to form domestic curtilage and erection of single storey annex. CPC OBJECTED and LDNPA REFUSED

15. Finance, Assets, Governance and Audit: All

- a. To approve the following payments:
 - i) Lengthsman payment (May) £240
 - ii) Clerk salary (May) £500.97
 - iii) Charlene Iredale, internal audit, £100
 - iv) Carole Dickinson, catering for Annual Parish meeting, £120
 - v) Cumbria Clock Company, Finsthwaite Clock servicing, £234
 - vi) FLVH, installation of defibrillator, £348
 - vii) Community First, PC Insurance, £424.78
 - viii) Cllr Bennett, Open Meeting expenses, £35
 - ix) Clerk salary (June) £500.97
 - x) Clerk Q1 expenses, £112.37
 - xi) HMRC Q1 payment, £480.76
- b. The PC also to note that a duplicate salary payment of £500.97 was made in error, by the bank, to the Parish Clerk. The bank has been informed of the error and they advised that this had now been rectified. The Parish Clerk has refunded the overpayment to the PC bank account and expects the S/O to be corrected by the bank for the June salary.
- c. To receive the Annual Internal Audit Report 2023/24
- d. To receive and approve section 1 Annual Governance Statement 2023/24
- e. To receive and approve section 2 Accounting Statements 2023/24
- f. To declare Colton Parish Council exempt from sending the completed AGAR to the external auditor for a limited assurance review as all the qualifying criteria are met as outlined in the Certificate of Exemption
- g. To declare that the period for the exercise of public rights will be held between 26th June and 6th August and that this information will also be published on the website and Parish noticeboards

16. Correspondence (for information unless otherwise stated), consultations and meetings attended:

17. Items for the next agenda

- a. Review of PC working groups and their membership
- b. Approval of Councillor Allowances Policy
- c. Co-option of additional Councillors
- d. Noticeboard upkeep volunteers sought
- e. Rusland Show update

18. Date and time of next meeting

The next meeting of the Parish Council will take place on Monday 22nd July 2024 at 7pm at Oxen Park Reading Room.