

**Annual meeting of Urswick, Bardsea & Stainton Parish Council, at 7.00 p.m. on Thursday 16<sup>th</sup> May, 2024 @ Urswick Parish Rooms.**

## **AGENDA**

- 1. To elect Chair for the Council year**
- 2. To elect Vice Chair for the Council year.**
- 3. To receive and approve apologies for absence.**
- 4. Declarations of interests**  
**To receive declarations by elected and co-opted members of interests in respect of items on this agenda.**  
Members are reminded that, in accordance with the revised Code of Conduct, they are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting.)
- 5. Requests for dispensations**  
The clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.
- 6. To review Council documents: Standing orders; Financial Regulations; Code of Conduct; Asset Register and Risk Assessment.**
- 7. To review Parish Council internal controls**
- 8. To approve Parish Council insurance renewal**
- 9. To authorise the Chairman to sign as a correct record the minutes of the meeting of the Council held on 4<sup>th</sup> April, 2024**
- 10. To note progress on ongoing matters not on today's agenda - for report and observation only** (items requiring a decision to be placed on agenda of next meeting)
- 11. Public Forum: Questions, comments or concerns from any local resident.**  
The Council may wish to consider a matter in more detail at a later date before making a full response.
- 12. Report from Councillor Cooper on matters of interest (for information only).**
- 13. To consider/confirm the Council's response to planning applications received and raise/note any other planning matters**
- 14. To receive update on Bourn House planning enforcements & Common land access obstruction and agree any further action.**
- 15. To discuss High Carley Lane (DC)**
- 16. To raise any Highways issues**
- 17. To receive updates on Tarn ecology project/SCRT water sampling.**
- 18. To receive updates from the Tarn Working Group**

- 19. To receive any updates from Parish Projects Working Group**
- 20. To discuss the Village Green by The Stagger Inn, Stainton.**
- 21. To discuss PC website, survey options & .gov.uk email addresses.**
- 22. To receive updates on/identify any Parish Steward jobs**
- 23. To agree payments in accordance with the budget as listed below.**
  - Clerks Expenses - £103.53
  - HMRC - £44.40 (April & May)
  - Urswick PCC - £TBC
  - Zurich - £551.76
  - CALC - £338.93
  - Open Spaces Society - £45
  - A Lavery Gardening Services - £177.85 (April) & £177.85 (May)
  - F Ebbs (internal Audit) - £50
  - SCRT - £TBC
- 24. To note and approve completion of bank reconciliation for 4<sup>th</sup> quarter & financial year & budget review for year.**
- 25. To approve AGAR 2023-2024 Certificate of exemption from External Audit Limited Assurance review**
- 26. To note correspondence received (circulated) and decide on any response required. (Clerk)**
- 27. To receive items for the agenda for the next meeting.**
- 28. To confirm date and time of next meeting as Thursday 27<sup>th</sup> June, 2024 @ Stainton Recreation Hall.**

Signed: *B Workman* (Clerk)  
9<sup>th</sup> May, 2024