

May 2022

Dear Sir/Madam,

You are summoned to attend the Annual Parish Meeting of Haverthwaite Parish Council being held at Outback Hall, Leven Valley School on **Monday 9 May** following the Annual Open Meeting which starts at 7pm.

Julie Hendry, Clerk to Council haverthwaitepc@gmail.com

AGENDA

- 1. Election of Chair for the Parish Council 2022/2023:** Chair to sign Declaration of Acceptance of Office
- 2. Apologies:**
- 3. Election of Vice-Chair for the Parish Council 2022/2023:** Vice-Chair to sign Declaration of Acceptance of Office
- 4. Confirmation of representatives on Working Groups and of bank account signatories:**
- 5. Minutes of Last Meeting:** To authorise the Chair to sign the minutes of the Parish Council meeting held on 14th March 2022 as a true record.
- 6. Declarations of Interest/Requests for Dispensation:** To receive declarations of interest and for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest in respect of items on this agenda
- 7. Register of Members' Interests:** To receive updated Registers of Members' Interests
- 8. Public Participation**
 - a. Community participation: Members of the community will be given the opportunity to speak, ask questions or raise matters of interest with regard to this agenda
 - b. District Council update: Cllr Wharton
 - c. County Council update: Cllr Sanderson
 - d. Police report: via newsletter previously circulated
- 9. Update on issues and actions from the previous meeting:** Nil
- 10. Correspondence, meetings and consultations:** Nil
- 11. Planning:**

To respond to planning applications received since the previous meeting: Nil received
- 12. Community and environmental matters:**
 - a. Streetlighting
 - b. Parish Lengthsman

- c. Highways and issues for reporting on HIAMS
- d. Bridge path from Brow Edge and an issue with fencing recently erected

13. Finance, Accounts, Assets and Audit: All

- a. The Parish Council to approve the payment of the invoices received since the last meeting
 - i) TP Jones, payroll provision, £78.00
 - ii) Altitude Services, streetlight repair (177), £384.00
 - iii) SLDC, bin emptying contract, £1505.09
 - iv) Clerk expenses, stationery and office supplies, £125.63
- b. The Parish Council to approve and confirm the name/address change of bank account details to those of the newly appointed Clerk, Julie Hendry.
- c. To receive a bank reconciliation for year end 2022/23
- d. To receive and approve the Parish Risk Register (previously circulated for comments)
- e. To receive and approve the Parish Asset Register (previously circulated for comments)
- f. To receive and note the Annual Internal Audit report 2020/21
- g. To receive and approve section 1 Annual Governance Statements
- h. To receive and approve section 2 Accounting Statements
- i. To declare Haverthwaite 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
- j. To declare that the period for the exercise of public rights will be held between Monday 27th June and Friday 5th August and that this information will be published on the website and Parish Noticeboards

14. Councillor Questions and Answers:

15. Items for the next agenda:

- a. Update on AGAR progress
- b. Bank account review of processes and bank mandate
- c. Review of website and fitness for purpose

16. Date and time of next Meeting:

The next meeting of the Parish Council will take place on Monday 11th July 2022 at 7pm at Haverthwaite Church Hall

Signed: Julie Hendry, Parish Clerk/Responsible Finance Officer Date: 4th May 2022