

16 May, 2024

Dear Sir/Madam,

You are summoned to attend the **Annual** meeting of Haverthwaite Parish Council being held at Outback Hall, Leven Valley School, Haverthwaite on **Thursday 23 May, 2024** following the Annual Open Meeting which starts at 7pm. Members of the public should let the Parish Clerk know in advance if they plan to attend and wish to speak on a specific matter.

B Workman Clerk to Council clerk@haverthwaitepc.co.uk

AGENDA

- 1. To appoint a Chair for the Council year 2024/2025**
- 2. To appoint a Vice Chair for the Council year 2024/2025**
- 3. To consider any co-options.**
- 4. To receive apologies for absence**
- 5. Minutes of Last Meeting:** To authorise the Chair to sign the minutes of the Parish Council meeting held on March, 2024 as a true record.
- 6. Declarations of Interest:** To receive declarations of interest where a member has a disclosable pecuniary interest in respect of items on this agenda
- 7. Requests for Dispensation:** To receive requests for a dispensation to speak and/or vote on any matter where a member has a disclosable pecuniary interest in respect of items on this agenda
- 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. Unitary Authority update: Cllr Sanderson
- 9. Update on issues and actions from the previous meeting (not already on agenda):**
- 10. Haverthwaite GP Surgery update:** Cllr Sanderson
- 11. Planning:**
 - a. To respond to planning applications received since the previous meeting:
 - i) 7/2024/5053 – Former Barrow Ironworks - The conversion of the former Pug Mill and Laboratory Building into a new single dwelling including the erection of a modern linking building between the two buildings and associated changes to the fenestration and landscaping
 - b. Decisions made since the previous meeting:

10. Community and environmental matters:

- a. Community Grants update
- b. Brow Edge Foundation update: Cllr Sanderson
- c. Request for funding Linsty green

11. Highways, footpaths, hedges and verges :

- a. Update on Parish Lengthsman jobs:
- b. Issues to report on HIAMS:

12. Defibrillator update

13. To approve signing of Lengthsman contract

14. To approve renewal of Insurance

15. To review Council documents: standing orders/financial regulations/risk assessment/asset register.

16. To discuss promotion of the Parish Council/vacancies.

17. Finance, Governance and Audit:

- a. The Parish Council to approve the payment of the invoices received since the last meeting:

- i) A Charlesworth (bus shelter cleaning Feb) £120.00
- ii) HMRC (qtr 4 2023/2024) - £43.20
- iii) Leven Valley CE Primary School (March)- £37.50
- iv) Npower streetlighting March - £311.44/April - £321.77/
May - £285.52 (payment is via Direct Debit)
- iv) Zurich (insurance) - £465.08
- v) Parish Clerk expenses May 2024 - £TBC
- vi) CALC (annual membership) - £252.53
- vii) TP Jones & Co LLP (PAYE) - £85.92
- viii) A Workman (lengthsman) - £TBC

- b. To note & approve completion of bank reconciliation for 2023/2024 and approve cashbook income & expenditure for 2023/2024.

- c. To approve signing of certificate of exemption from external audit for 2023/2024.

- d. To approve/confirm bank signatories and bank correspondence address

- e. To approve internal auditor

- f. To agree home office fee

- g. To note appointment of interim Clerk on NJC SCP Point 15.

18. Correspondence, meetings attended and consultations:

19. Items for the next agenda:

20. To confirm the date and time of next Meeting as 18th July 2024 at 7.00 p.m. @ Outback Hall, Leven Valley School, Haverthwaite.