

Holme East Waver Parish Council

5th May 2022

Dear Member,

Your attendance is required at the Annual Meeting of the Parish Council to be held on Thursday 12th May 2022 at following the Annual Parish Meeting.in the Village Hall, Newton Arlosh.

The business to be transacted is as shown on the accompanying agenda.

Yours sincerely,

M Abbs

_____ (Clerk to the Council)

1.1 To elect chairman, who will then sign the form of acceptance of office

1.2 Apologies for absence and declarations of interest.

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.

DECLARATIONS OF INTEREST

To receive declarations by elected and co-opted members of interests in respect of items on this agenda.

1.3 To elect vice chairman

1.4 To consider re-adoption or amendment of standing orders

1.5 To appoint one member as Highways contact

2 Minutes

2.1 To approve the draft minutes of the meeting of the Parish Council held on Thursday 10th March 2022

3 Report on action taken...

3.1 ...by members of the Council

3.2 ...by the clerk

Letter to OFCOM.

3.3 Public participation. (At the chairman's discretion)

4 Correspondence

To review correspondence received and take any appropriate action.

4.1 Pension Regulator – confirmation of re-declaration.

5 New business

5.1 Playground – report on developments since last meeting and current situation.

Confirmation of the booking of the Annual Inspection and consideration of any required action.

5.2 To consider the re-appointment of PL Gauntlett Accounts Ltd to handle PAYE for the Council.

5.3 To consider the re-appointment of PL Gauntlett Accounts Ltd to handle the Internal Audit for the Council.

5.4 Parish Plan - To consider items raised by parishioners.

5.5 Update on the future of the 93/93A Bus Service.

5.6 Poor condition of the seat at The Acre.

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6 Finance

6.1 Information

- 6.1.1 **To note** report of internal auditor.
- 6.1.2 **To approve** annual return: governance statement.
- 6.1.3 **To approve accounts** to March 31st 2022 (circulated with this agenda)
 - print-out of Receipts & payments book; 3-year comparative summary;
 - bank reconciliation & explanation of variance;
 - bank statements to 31st March 2022
- 6.1.4 **To approve** annual return: accounting statements.
- 6.1.5 **To examine and approve** the proposed commencement date for the exercise of public rights.
- 6.1.6 **To approve** accounts to April 30th (available at meeting)
- 6.1.7 **To note** Information Commissioner: confirmation of registration renewal to 6/4/23
- 6.1.8 **To note** Allerdale BC: precept 1st payment **£3500.00**
- 6.1.9 **To note** VAT return procedure: refund to be submitted for 2021/2022 **£3802.58**

6.2 To approve the following payments

- 6.2.1 Clerk: salary **£348.83 + backpay £36.40 = £385.23**
- 6.2.2 – Clerk: expenses: phone and broadband £40.82, postage etc. £26.23, mileage 59 miles at 36p /mile £21.28
Total **£88.33**
- 6.2.3 BHIB - Insurance renewal – **£331.87**
- 6.2.4 P L Gauntlett: internal audit fee **£50.00**
- 6.2.5 PI Gauntlett – paye **£40.00**
- 6.2.6 BHIB – insurance renewal **£149.09**
- 6.2.7 Information Commissioner: by direct debit and confirmation of renewal of registration **£35.00**
- 6.2.8 Newton Arlosh Parish Hall Committee – hall hire **£85.00**
- 6.2.9 Kirkbride PC – payment for share of consumables **£54.08**
- 6.2.10 K Isaaks – ‘wheelie bin’ stickers **£179.50**
- 6.2.11 CALC – subscription - **£149.09**

7 Highways

- 7.1 Highways steward

8 Planning.

8.1 Applications on which Allerdale BC decision is awaited.

None

8.2 Applications decided by Allerdale BC.

None

8.3 Applications dealt with under standing order.

None

8.4 Applications to be considered at this meeting.

None

9.1 Documents received for comment.

None.

9.2 Documents received for information (available on request to clerk)

- 9.2.1 CALC Circulars
- 9.2.2 Glasdon product information.
- 9.2.3 Elan City – product information.

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10.1 Any information brought by members of the Council

10.2 Any information brought by Borough Councillor.

10.3 Any information brought by County Councillor.

10.4 Any information from the clerk.

10.5 Police report

11 Meeting dates. (Provisional on item 1.4)

11.1 Date of the next meeting Parish Council Meeting is **Thursday July 14th 2022 at 7. 30p.m in Newton Arlosh Village Hall**

11.2 Future date: **Thursday 8th September 2022 at 7.30p.m. in Newton Arlosh Village Hall**