

Holme East Waver Parish Council

16th May 2024

Dear Member,

Your attendance is required at the Annual Meeting of the Parish Council to be held on Thursday 23rd May 2024 following the Annual Parish Meeting in the Parish 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 28th March 2024

3 Report on action taken...

3.1 ...by members of the Council

3.2 ...by the clerk

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

4 Correspondence

To review correspondence received and take any appropriate action.

5 New business

5.1 Playground – report on developments since last meeting.

5.2 To consider the re-appointment of Arewel to handle PAYE for the Council.

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

5.4 Parish Plan – Update on current items and any required discussion of matters raised at the Annual Parish Meeting.

5.5 Vacancy on the Council.

5.6 Purchase of new accounts book.

5.7 Website - report and update.

5.8 Funding of projects.

5.9 Dog fouling in the Parish.

5.10 Defibrillator – current position.

6 Finance

6.1 Information

6.1.1 **To note** report of internal auditor.

6.1.2 **To consider approve and sign** annual return: governance statement.

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6.1.3 To approve accounts 31st March 2024.

print-out of Receipts & payments book; 3-year comparative summary;
bank reconciliation & explanation of variance;
bank statements to 31st March 2024

6.1.4 To consider approve and sign annual return: accounting statements.

6.1.5 To consider approve and sign the Certificate of Exemption from the Limited Assurance Review.

6.1.6 To approve accounts to 30th April 2024 (available at meeting).

6.1.7 To note Information Commissioner: confirmation of registration renewal to 6/4/25.

6.1.8 To note VAT return situation - amount to reclaim **£325.20.**

6.1.9 To note Cumberland Council: precept 1st payment **£4000.**

6.2 To approve the following payments.

6.2.1 Clerk: salary **£409.50**

6.2.2 Clerk: expenses: phone and broadband £55.02, domain purchase £1.20, postage etc. £7.15, mileage 28 miles at 45p /mile £12.60 Total **£75.97**

6.2.3 CALC: subscription renewal 2024/25 – **£180.86**

6.2.4 BHIB Insurance renewal – **£445.15**

6.2.5 Arwel: for PAYE services **£50.00**

Anticipated amount shown.

6.2.6 P L Gauntlett: internal audit fee **£60.00**

6.2.7 Newton Arlosh Parish Hall – Hall Hire **£125.00**

6.2.8 Information Commissioner: by direct debit and confirmation of renewal of registration **£35.00**

6.2.9 Cumberland Council – Playground Inspection (VAT £11.75) **£70.50**

7 Highways

7.1 Highways steward

8 Planning.

8.1 Applications on which Cumberland Council decision is awaited.

None

8.2 Applications decided by Cumberland Council.

None

8.3 Applications dealt with under standing order.

8.3.1 - FUL/2024/0067 - Replacement of existing slurry store with an earth banked slurry lagoon and associated floating cover and fence, Trees Farm, Newton Arlosh, Wigton, CA7 5HN (Mr S. Little)

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.

10.1 Any information brought by members of the Council.

10.2 Any information brought by the Cumberland Councillor.

10.3 Any information from the clerk.

10.4 Police report

11 Meeting dates. (Provisional on item 1.4)

11.1 Date of next meeting Parish Council Meeting is **Thursday July 11th 2024 at 7.30p.m in Newton Arlosh Village Hall**

11.2 Future date: **Thursday 12th September 2024 at 7.30p.m. in Newton Arlosh Village Hall**