

Agenda for a meeting of Crosthwaite and Lyth Parish Council
ANNUAL MEETING including the ELECTION OF OFFICERS

to be held in the Memorial Hall, Crosthwaite on Tuesday 18 May 2021 at 7.00pm

MEMBERS

Lisa Bibby, Matthew Dobson, Angela Dobson, Robert Sykes, Edward Sharp,
Mary Harkness, Andrew Metcalfe

Roger Smith (resigning Chair) will Chair Item 1 then hand over to the appointed Chair.

1. Election of Chairman

- a. Proposals and seconds
- b. Vote
- c. Acceptance of office

2. Apologies

3. Election of Vice Chairman

- a. Proposals and seconds
- b. Vote
- c. Acceptance of office

4. Procedures and Working Committees

- a. Off Road Walkway Working Committee
 - i. It is **proposed** to continue with this Working Committee and that the Council select a Councillor to take on responsibility, liaising with Roger Smith.
- b. Neighbourhood Plan Steering Group
 - i. It is **proposed** that this advisory working group continues
- c. No other Working Committees
 - i. It is **proposed** that there are no other working committees at this time and that all matters come before the Council

5. Councillors remuneration

- a. To discuss and vote on payment of Councillors expenses
 - i. It is **proposed** that councillors may claim reasonable expenses for attending courses, but not for attending Council meetings.

6. Property

- a. The Quarries
- b. The Parish Rooms
- c. Land for the Memorial Hall

7. Planning

- a. It is **proposed** that that all planning applications come before the Council; and that in the instance of applications, where comments due date do not meet council meetings then the decision is delegated to the Chairman or Vice Chairman, after consultation with all councillors, and then notified to the Clerk.

8. Standing Orders and Financial Regulations

- a. It is **proposed** that the Standing Orders and Financial Regulations, which have been circulated to councillors prior to this meeting, are accepted,

9. Insurance

- a. The Council confirms that there is adequate insurance cover in place for the coming year

10. Risk Assessment

- a. It is **proposed** that the risk assessment, as circulated to councillors prior to this meeting, is accepted

11. Freedom of Information Statement

- a. It is **proposed** to accept the Freedom of Information Statement already circulated to Councillors

12. GDPR

- a. It is **proposed** that the Clerk continues at the Data Protection Officer and that updates will be provided to the Council throughout the year.

13. Complaints Procedure

- a. It is **proposed** to accept the Complaints Procedure already circulated to Councillors

14. Bank Signatories

- a. The current Barclays Bank signatories are Roger Smith, Robert Sykes, Mathew Dobson, and Martin French
- b. It is **proposed** that Roger Smith is removed as a signatory and that another councillor is nominated.

15. To appoint Trustees for Charities

- a. To nominate two trustees for :
 - i. High Birks Quarry (Charity No 517507)
 - ii. Savin Hill & Wood side Quarry (Charity No 512040)
 - iii. Tarnside Quarry (Charity No 701543)

16. Proposed meeting dates for 2021/22

- a. Tuesday 18 May 2020
- b. Tuesday 01 June
- c. Tuesday 06 July
- d. Tuesday 07 September
- e. Tuesday 05 October
- f. Tuesday 02 November
- g. Tuesday 07 December
- h. Tuesday 01 February 2022
- i. Tuesday 01 March
- j. Tuesday 05 April
- k. Tuesday 03 May

.....*Martin J French*.....

Martin French (Clerk)

Dated :- 11 May 2021