

HOLME LOW PARISH COUNCIL

Parish Clerk: Wendy Jameson FMAAT,

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23 May 2023

Councillors: You are summoned to attend the annual meeting of Holme Low Parish Council which is to be held on Tuesday 30th May 2023 in Silloth Community Hall, Petteril Street, Silloth at approx. 7.30pm, straight after the Annual Parish Meeting. Please let me know if you are unable to attend.

Members of the Public: Members of the public are welcome to attend the meeting from 7.30pm. Informal public participation will be held at approx. 7:45 pm. Members of the public wishing to address the Council during the public participation section must send their request to the Parish Clerk prior to the meeting.

Yours sincerely



Town Clerk

Agenda

- 1. To elect a Chairman of the Council.**
- 2.** To receive the Chairman's Declaration of Acceptance of Office or if not then received, to decide when it shall be received.
- 3. To elect a Deputy Chairman of the Council.**
- 4. Apologies**
NB Cllrs. must provide a reason for not being able to attend a meeting which is recorded in the minutes.
- 5. Co-option**
To consider applications received for the vacancies on the Parish Council.
- 6. Declaration of Interest**
Members are invited at this stage to declare any personal interests they have relating to any item on the Agenda and having done so, to consider whether they also have a prejudicial interest in that item. NB Advice on this can be sought from the Parish Clerk. Members are requested to seek advice, wherever possible, before the meeting starts.
- 7. Minutes**
To approve the minutes of the meeting held on 11 April 2023 as a true record.
- 8. Matters Arising**
To consider any matters arising from the minutes of the last meeting.
- 9. To appoint representatives to outside bodies.**
- 10. Banking arrangements**

To agree the 'banking arrangements' for the year and to agree any changes to the nominated signatories.

11. Asset Register

To note the Asset Register dated 31 March 2023.

12. Annual review of risk assessments

13. Insurance

Confirmation of arrangements for insurance cover in respect of all insured risks.

14. Accounts for the year ended 31 March 2023

a) To approve the Accounts for the Year Ended 31 March 2023

b) Annual Governance & Accountability Return 2022/23 Part 2:-

To authorize the Chairman to sign the Certificate of Exemption, Annual Governance Statement 2022/23 & Accounting Statements 2022/23.

15. Appointment of Internal Auditor

a) To appoint an Internal Auditor for the year.

b) To consider the effectiveness of the Internal Audit.

16. Budget - Details for Financial Year 2023/2024

To note the agreed Budget for the year.

17. Annual Subscriptions

To consider the payment of annual subscriptions

a) CALC Annual Subscription 2023.

18. Calendar of Meetings

To agree the dates of the Full Council meetings for the next 12 months.

- Tues 11 July 2023 at 7.30pm
- Tues 10 October 2023 at 7.30pm
- Tues 9 January 2024 at 7.30pm
- Tues 9 April 2024 at 7.30pm

19. Exclusion of Press and Public

To consider whether the press and public should be excluded from the Meeting during consideration of any item of business on the Agenda.

20. Public Participation

Members of the public are invited to speak for a maximum of 3 minutes each. The maximum total time for public participation will be 15 minutes. At the close of this item, members of the public will no longer be permitted to address the Council Members unless invited to do so by the Chairman.

21. Requests for financial assistance

To consider any requests for financial assistance.

22. Payment of Accounts

To authorize the payment of Accounts

23. Correspondence

To note items of correspondence received since the last meeting and determine any action needed in response to items marked "Action".

Publications & magazines etc

a) Partnership Newsletter and LGR Information – 14 April 2023.

b) Carlisle Partnership Newsletter and LGR Information – 28 April 2023.

- c) Connecting Cumbria Newsletter - April 2023.
- d) ACT News Update - May 2023.
- e) CALC News - April & March 2023.

For information

- f) Cumberland Council - Copy of Declaration of Uncontested Poll.
- g) NALC Legal Update – April 2023.
- h) Cumberland Council - Key Contacts relevant to Town and Parish Councils.
- i) Cumbria Highways - EI/151090 re: B5302 at the bottom of Kingside Hill, damage to the side of the road where wagons have gone off the road. Assigned to the Highways Team.

Action

None.

24. Planning Applications

To consider the following planning applications and decide on what recommendation to make to the Cumberland Council:-

Ref No: HOU/2023/0002 **Applicant:** Simon Boniface **Proposal:** Increase the size of the existing porch and create a home office inside barn **Location:** Sea dyke end , Sea Dyke End, Silloth, Carlisle, CA7 4PH
<https://allerdalebc.force.com/pr/s/planning-application/a3X3X00000lrZl7UAF>

Ref No: FUL/2023/0097 **Applicant:** Messers R & F Holliday **Proposal:** Erect a circular post tensioned agri-tank slurry store **Location:** Blackdyke Farm, Silloth, CA7 4PL
<https://allerdalebc.force.com/pr/s/planning-application/a3X3X00000JnGsIUAV>

Ref No: FUL/2023/0103 **Applicant:** Scott **Proposal:** 4 No. Dwellings **Location:** Verona, Blitterlees, Silloth, CA7 4JJ
<https://allerdalebc.force.com/pr/s/planning-application/a3X3X00000JnGuiUAF>

Planning permission has been granted for the following:

Ref No: FUL/2022/0222 **Applicant:** D A Harrison **Proposal:** Resurfacing and extension of the existing yard for storage of concrete products including new or replacement surfacing. **Location:** Hanger 43, Silloth Industrial Estate, The Airfield, Silloth CA7 4NS

25. Reports from Representatives on Outside Bodies

26. Cumberland Council Report

27. To receive and consider reports from Councillors

28. Chairman's Announcements

29. Date of next Parish Council meeting