



Arnside Parish Council

Clerk: A Cade

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8th July 2015

Dear Councillor,

You are summoned to attend the Annual Meeting of Arnside Parish Council to be held in the Chapel, Arnside, on Monday 13th July 2015 at 7.15 p.m.

Yours Sincerely,

A. Cade

Anne-Marie Cade, Parish Clerk

1) Apologies for Absence

To receive and record with reason, any apologies for absence

2) Declaration of Interests

To receive declarations, members of interests in respect of items on this agenda.

3) Minutes of Parish Council Meeting held on the 8th June 2015

To authorise the Chair to sign, as a correct record, the minutes of the meeting held on the 8th June 2015 pages 15007-15008 (*previously circulated*).

4) Public Bodies (Admission to Meetings) Act 1960 – Excluded Item

To consider whether items 25-27 should be considered without the presence of the press and public, on the grounds of confidentiality, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 1(2).

5) Public Participation (Items raised for decision will appear on the agenda for the next meeting)

- a) **Police Report** To receive for information items relevant to the Parish
- b) **County Councillor Report** To receive for information items relevant to the Parish
- c) **District Councillors’ Report** To receive for information items relevant to the Parish
- d) **Matters raised by residents** Members of the public are invited to speak for a maximum of 3 minutes each. 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 Chair.

6) Cemetery Report

To receive a report from the Cemetery Custodian for information and/or determine action as appropriate

7) Applications For Development

- a) To examine applications for development and submit observations to the Planning Authority
None
- b) To note the decisions of the statutory planning authority

Application No.	Location	Proposal	Decision
SL/2015/0441	Albion Hotel, The Promenade Arnside Carnforth LA5 0HA	external alterations to the front elevation	Conditionally accepted
SL/2015/0466	Knottside, 65 Redhills Road Arnside Cumbria LA5 0AY	Single storey extension and front dormer	Conditionally accepted

8) Financial Records (attached).

- a) To approve payments detailed in the schedule.

b) Quotes, cemetery tree removal, pat testing, hard drive, allotment gates,

9) Budget review including rents for the current year

10) Review of Internal Audit Effectiveness

To consider whether the internal audit for the year 2014-15 has met all the criteria for effectiveness and to consider the appointment of an internal auditor for the year 2015-2016.

11) Internal controls

To review and if appropriate approve the internal controls in operation by the council

12) Data Protection Procedure

To review and if appropriate approve the procedure for Freedom of information Requests (FOIR) and enquiries made under the Data Protection Act (DPA).

13) Requests for Permission

- To remove cotenester from the cliffs as part of the headlands project
- Display banner for xmas fair

14) Allotments repayment

To receive and consider further information on the history of the repayment arrangement with the AATA and to consider whether the decision to withdraw this repayment should stand in light of this information.

15) Flower beds

To consider action to re-invigorate the flower beds on the promenade and to improve public sign facilities in the railway garden as requested

16) Cemetery water charges – update from MH

17) Cemetery Plan – chapel risk assessment – AMC /DB

18) Salt Coates entrance barrier

Following viewing the area the Council is asked to make a decision on whether it would like to fund a barrier on Station Rd where the footpath comes into contact with the road for the purposes of increasing pedestrian safety

19) Trees –

Update from PC. To consider quotes for survey work of the cemetery trees

20) Playing field

To consider a request to tidy the shrub area and to update and consider actions on the renewal or repair of benches and litterbins

21) Reports from meetings

To receive reports from members attendance at meetings – *for information only decisions to be referred to next meeting.*

22) Schedule Of Correspondence, Notices And Publications

To receive a schedule of correspondence, notices and publications received since the last meeting and to note items highlighted bold requiring action.

23) Councillor Matters - An opportunity for Councillors to raise minor matters, not on this agenda, on behalf of residents (*no discussion or decision can be made on these matters but the Clerk may make investigations and / or they may be placed on a future agenda of the Council.*)

24) Date Of The Next Meeting

To confirm the date of the next meeting scheduled for the 10th August 2015. Items for the agenda should reach the Clerk by the 31st July.

25) Deputy Custodians role

To consider draft job description for a deputy custodian

26) Clerk - permission to carry out other work

To consider granting permission to the Clerk to carry out other part time work

27) Deputy Clerk's role

To consider recruitment arrangements and terms of employment for the deputy Clerk role