

Lothersdale Parish Council

Clerk - Andrew Mallinson, 6 Roeburn Close, Bradford, BD6 3EF
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4th March 2016

To members of the council, you are hereby summoned to attend the meeting of Lothersdale Parish Council, to be held on Thursday 10th March 2016 at 7.30pm in the Club House for the purpose of transacting the following business.

Members of the public may address the council prior to the meeting. (Maximum total time allowed of **15 minutes**), but may not speak when the council is in session unless invited to do so by the chairman. Recording is allowed at Parish Council meetings which are open to the public, please give due regard to the Council's protocol on audio/visual recording and photography at public meetings, a copy of which is available to download from the web site. Anyone wishing to record is asked to contact, prior to the start of the meeting, the clerk whose details are at the top of the agenda. We ask that any recording is clearly visible to anyone at the meeting and that it is non-disruptive

AGENDA

1. **Apologies:** to consider apologies for absence from members
2. **Disclosures of Interest**
 - (a) To record any Councillors disclosable pecuniary interests (DPI) in relation to items on this agenda. Councillors are to declare any disclosable pecuniary interests that they may have in items appearing on this agenda (section 30 (3) Localism Act 2011, appendices A and B)
 - (b) To receive, consider and record Councillors requests for DPI dispensation (section 31 Localism Act 2011) in connection with items on this agenda. (Applications for this must be made in writing to the clerk prior to the meeting)
3. **Minutes**

Recommendation: To accept the minutes of the meeting held on 11th February 2016.
4. **Reports from invited guests**
5. **To appoint the internal auditor for the 2015/16 accounts**

The appointment is made annually by the Parish Council for the inspection of the accounts and the financial control processes that the Council uses to ensure effective systems are in place.
Recommendation: That a suitable person or company is selected to be the internal auditor for this financial year.
6. **To set the date, time and location of The Annual Parish Meeting**

(Clerk) The annual parish meeting has to be held between March and June every year where the Chairman gives an update on things that have happened over the previous year and to take questions from residents. The notice of this meeting is to be displayed giving 7 days' notice.
Recommendation: That the Annual Parish meeting takes place on **14th April at 7.00pm** at the club house, followed by the normal Council meeting starting at **7.30pm**.
7. **To set the date, time and location of The Annual Meeting Of The Council**

(Clerk) The Council has to meet in May to elect a Chairman and to allocate members to working groups and outside bodies.
Recommendation: That the annual meeting of the Council takes place on **12th May at 7pm** at the Club House.

8. Web site

(Cllr Cullen) To consider options on the web site design and provider.

Recommendation: That Councillors consider the different providers available and investigate web designs that are easily managed and report back to a future meeting.

9. Village resilience project

(Cllr Cullen) To consider the best approach to formulating a suitable robust plan in the event of an emergency happening in or around the village.

Recommendation: That Councillors put forward suggestions on how to gather information and involve local residents and partners in forming a resilience plan.

10. Finance

Recommendation: To agree the accounts for payment as tabled or presented at the meeting.

Payee	Cheque No.	Details	Amount
A Mallinson	300032	Clerks wages February	£200.49
HMRC	300033	PAYE	£45.60
Lothersdale Village Hall Trust	300034	Hosting defibrillator Inv 0017	£25.00
J C Cowgill	300035	Inv 895 Rock salt supply	£136.10
		Total	£407.19

11. Planning

(Any applications received by the clerk after publishing the agenda will be tabled at the meeting)

Recommendation: To put forward comments to CDC planning department on recent applications.

12. Correspondence (For information and to inform future agenda items)

13. Members community reports (For information only)

To accept reports of minor items from Councillor's and inform future agenda items

14. To agree and note the time and date of the next Parish Council Meeting

Recommendation: That the next meeting is to be held on Thursday 14th April 2016 at 7.30pm in the Club House.

A Mallinson (Clerk to the Council)