

Lothersdale Parish Council

Clerk - Andrew Mallinson, 6 Roeburn Close, Bradford, BD6 3EF
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7th April 2016

To members of the council, you are hereby summoned to attend the meeting of Lothersdale Parish Council, to be held on Thursday 14th April 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 10th March 2016.
4. **Reports from invited guests**
5. **Village maintenance contract**

(Clerk) *Due to the nature of the item under standing order 10 (xi) it may be necessary to exclude members of the public and the press.*

An advert has been placed in the Craven Herald requesting anyone wishing to tender for the village maintenance contract should contact the clerk. The closing date for this was the 7th April. The clerk will give verbal feedback on the responses. The contract was for a three year period and included general maintenance and a grass cutting schedule.

Recommendation: That a suitable person or company is selected from the tendering process to carry out the maintenance work for a three year period, as per the agreed budget.
6. **Parish Council accreditation scheme**

(Clerk) The National Association of Local Councils (NALC) have introduced an accreditation scheme for Parish Councils, which is set at three levels. The aim is to ensure that all councils are working consistently, at a high level and within the law. The first level is "Foundation" and the cost to Lothersdale PC to apply is £100, and when successful, lasts for 4 years.

Recommendation: That the clerk prepares the necessary documents to progress towards achieving Foundation level.

7. Woodland Trust funds

(Clerk) Two levels of funding are available (a) up to £500 and (b) up to £10,000. Initial conversation held by the clerk indicate that a woodland project supported by the Parish Council and run through a separate group may receive support. The new group would require a separate constitution with clear aims and objects set out, but can use the Councils bank account.

Recommendation: That volunteers are sought to establish a project group who would select their own chair, establish a constitution, develop ideas to enhance the woodland area for the benefit of the village and liaise with the Parish Council on raising funds.

8. Bank account mandates

(Cllr Cullen) Changes to the bank mandates are required to ensure that the council can operate effectively, especially in relation to those Councillors who are allowed to sign cheques.

Recommendation: That Councillors consider who shall be official signatories on the cheque book account and that the relevant mandates are completed.

9. Village resilience project

(Cllr Cullen) The clerk has circulated to Councillors a document (North Yorkshire Local Resilience Forum) obtained from NYCC, which is the basis of a plan and can be tailored to suit localities. This document may form the start of producing a plan for Lothersdale.

Recommendation: That Councillors suggest items that are relevant from within the document to be included in a plan and consider the next steps.

10. Finance

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

Payee	Cheque No.	Details	Amount
A Mallinson	300039	Clerks wages January	£200.29
HMRC	300040	PAYE	£45.80
Stubbs Haulage	300041	Inv 3104 Road sweeping	£165.00
A Mallinson	300042	Reimbursement Craven Herald advert	£57.84
		Total	£468.93

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.

Planning Ref No.	Site Location	Brief Description of Proposal	Comments
53/2016/16740	Quarry House	Two storey extension to create downstairs dining area, snug, wc, storage space and upstairs two new bedrooms and a bathroom	Resubmission of refused planning application Reference 53/2016/16530.

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 12th May 2016 at 7.30pm in the Club House.

A Mallinson (Clerk to the Council)