

Lothersdale Parish Council

Clerk - Andrew Mallinson, 6 Roeburn Close, Bradford, BD6 3EF
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5th October 2016

To members of the council, you are hereby summoned to attend the meeting of Lothersdale Parish Council, to be held on Thursday 13th October 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 8th September 2016.
4. **Reports from invited guests**
5. **Resignation of clerk**

The clerk has formally tendered his resignation in writing to the chairman. A selection process for a replacement will need to put in place. The clerk will work up to the January meeting if required to do so, unless a replacement is found sooner.

Recommendation: That the Council considers options to advertise and recruit a replacement clerk.
6. **Web site**

A verbal update on progress will be provided by the clerk.

Recommendation: That the progress is noted and that emerging priorities are actioned to ensure that the new web site is available as soon as possible.
7. **New play equipment**

(Cllr Cullen) Three quotations for replacement play equipment have been received in line with the requirements of the Council. A verbal update will be given on the next steps. A verbal update will be given on the funding bid for the new children's roundabout.

Recommendation: That the progress is noted.

8. Recreational field issues and Woodland Group update

(Cllr Cullen) A verbal update will be given on progress made by the woodland group so far and to consider future involvement of the Parish Council as a partner. Bank erosion is being accelerated by depositing grass clippings close to the edge of the beck. An alternative solution is required to dispose of clippings.

Recommendation: A) That the Parish Council continues to support the group. B). That alternative ways to dispose of grass clippings, as recommended by the Parish Council, is carried out by the contractor.

9. External audit report

(Clerk) The external audit has now been completed and the Council must consider options to address any concerns or issues that have been raised.

Recommendation: That the report is noted and that the clerk implements any items identified by the Council as requiring attention.

10. Future projects

To consider any major projects for the financial year 2017/18 ahead of the budget setting process.

Recommendation: That Councillor's projects are compiled by the clerk and brought to the November meeting for discussion as part of the budget setting process.

11. Finance

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

Payee	Cheque No.	Details	Amount
A Mallinson	300066	Clerks wages August + September	£473.80
HMRC	300067	PAYE August + September	£109.60
Autela Payroll Service	300068	Inv 9176	£30.00
J C Cowgill	300069	Supply wooden fence posts (Woodland Group)	£46.26
		Total	£659.66

12. 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
53/2016/17346	Lothersdale Primary School	To remove condition No1 of previously approved scheme ref c5/53/2010/11136	

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

14. Members community reports (For information only)

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

15. 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 10th November 2016 at 7.30pm in the Club House.

A Mallinson (Clerk to the Council)