

# CLAIFE PARISH COUNCIL

The Annual Meeting of Claife Parish Council will be held in Braithwaite Village Hall, Far Sawrey at 7.30 pm on Tuesday 8th May 2018 for the purpose of transacting the business outlined in the agenda below.

This is a public meeting and all are welcome to attend.

Yours faithfully

Janette Carroll  
Locum Clerk to Claife Parish Council  
2<sup>nd</sup> May 2018

## AGENDA

- 1. Chairman**  
To elect the Chairman for Council Year 2018/19 and receive the Chairman's Declaration of Acceptance of Office
- 2. Vice Chairman**  
To appoint a Vice Chairman for Council Year 2018/19
- 3. Apologies**  
To receive apologies for absence
- 4. Requests for Dispensations**  
The clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.
- 5. Declaration of Interest**  
To receive declarations by elected and co-opted members of disclosable pecuniary interests in respect of items on this agenda
- 4. Minutes**  
To authorise the chairman to sign the minutes of the council meeting held on 13<sup>th</sup> March 2018 as a true record
- 5. Public Participation**
  - 5.1 To receive reports from
    - Police
    - County Councillor – Matt Brereton
    - District Councillor
  - 5.2 To receive comments and representations from members of the public in relation to any item on the Agenda
- 6. Update on Ongoing Issues and Actions from Last Meeting**
  - 6.1 To receive an update on the work to be carried out by the Lengthsman
  - 6.2 To report on the opening ceremony of the Off-Road Footpath & Cycle Path on 27<sup>th</sup> April

- 6.3 To report on the registration of Claife Parish Council land at HM Land Registry
- 6.4 To update on the Councillor vacancy

**7. Planning Applications**

To consider planning applications and formulate comments to the planning Authority

7/2018/5208 – High Wray House, High Wray, Ambleside – internal remodelling at ground floor. Removal of internal stud partition between dining room & kitchen. Fitting of new painted timber cupboarding in kitchen & utility, including a new island in the kitchen. Replacing modern window in understair store to allow mechanical ventilation of new laundry

**8. Claife Forest Plan**

To comment on the revised Claife Forest Plan

**9. General Data Protection Regulations**

To discuss how Claife Parish Council will comply with the new General Data Protection Regulations

**10. Tree Inspection Reports**

To consider having tree inspection reports carried out on the Claife Parish Council land at Lake Bank

**11. Signage at Tarn Hill Playground Car Park**

To report on the signage at Tarn Hill playground car park

**12. Claife Parish Council Communication Procedures**

To confirm communication procedures within Claife Parish Council

**13. LDNPA & Claife Parish Council – Creation Agreement for Bridleway**

To sign the Creation Agreement for the bridleway between LDNPA and Claife Parish Council

**14. Clerk's Position**

- 14.1 To accept the resignation of Mark Phillips
- 14.2 To discuss commencing the process of recruiting a new Clerk
- 14.3 To agree to employ a Locum Clerk in the interim period

**15. Councillor Matters**

An opportunity for Councillors to raise issues on behalf of residents.

*Note: no decisions can be made on these matters but they may be placed on a future agenda of the Council*

**16. Financial Matters**

- 16.1 To approve the financial accounts for 2017/18
- 16.2 To confirm the Asset Register
- 16.3 To appoint an Internal Auditor
- 16.4 To appoint three bank signatories and agree two out of three signatories should sign cheques
- 16.5 To consider a grant to High Wray Village Hall
- 16.6 To note the following receipts:-

	SLDC Precept	£5,928.97
	SLDC Grant	£ 71.03
16.7	To authorise payment of the following accounts:-	
	• Tower Bank Arms (footpath opening event)	£170.00
	• CALC annual subscription	£137.00
	• Mark Phillips (1/2 yearly salary)	£750.00

**17. Correspondence (for information only)**

To note the following e-mails received since the last meeting:-

- CALC – CALC Website; News from Cumbria Community Foundation; Fields in Trust World War I and £5,000 funding projects Council updates; Snow Survey; Consultation: unauthorised developments and encampments; Chief Executive's Bulletin 15 - 13 April 2018; Slimmed down GDPR guide; National Salary Award 2018\_19; 2018 Model Standing Orders; Update on GDPR and Data Protection Bill; Update on GDPR and Data Protection Bill
- CCC - Local Council Review magazine (LCR) 2018/19

**18. Date of Next Meeting**

To confirm that the next Meeting of Claife Parish Council will be on Tuesday 12<sup>th</sup> June 2018 at 7.30pm in the Braithwaite Village Hall, Far Sawrey