



**BURTON-IN-KENDAL PARISH COUNCIL**

[www.burton-in-kendal-pc.gov.uk](http://www.burton-in-kendal-pc.gov.uk)

**Clerk to the Councillor**

**Jane Johnson**

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9 May 2014

Members of the public are invited to the Annual Parish Council Meeting on Thursday 15 May 2014 at 7.00pm in the Memorial Hall. **Please note that because of the early start time no councillor will be in attendance before the meeting.**

Yours Faithfully,

Jane Johnson  
Clerk to the Council

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**AGENDA**

- 1. To elect a Chairman for the Council Year 2014/15**
- 2. To receive the Chairman's Declaration of Acceptance of Office.**
- 3. To appoint a Vice-Chairman for Council Year 2014/15**
4. Receive apologies for absence.
5. Receive declarations of interest and to consider applications for dispensation.
6. Authorise the Chairman to sign the minutes of the meeting of 17 April 2014.
7. To appoint Parish Council Representatives:
  - a. Burton Education Foundation.
  - b. Burton Recreation Trust.
  - c. Local Area Partnership.
  - d. Memorial Hall Committee
  - e. Quarry Liaison Committee
  - f. School Governors.
  - g. Fireworks Working Group.
8. To assign responsibility to the following activities:
  - a. Boon Town Playing Ground.
  - b. Lengthsman Administrator.
  - c. Plain Quarry.
9. Receive announcements by the Chairman.
10. Open Forum. Give members of the public the opportunity to voice their concerns and offer suggestions.

11. Consider planning applications and formulate comments to the planning authority:
  - a. Applications granted:
 

**SL/2014/0267:** The Old Vicarage, Glebe Close, one dwelling, OUTLINE PLANNING. ACON – Grant Conditionally.
  - b. Applications refused: None
  - c. Applications received: (To be considered if consultation papers received).
    - i. **SL/2014/0438:** Barn to the rear of Kings Arms Hotel, conversion of barn to hotel accommodation for Daniel Thwaites PLC. FULL PLANNING.
    - ii. **SL/2014/0439:** Barn to the rear of the Kings Arms Hotel , conversion of barn to hotel accommodation for Daniel Thwaites PLC. LISTED BUILDING.
    - iii. **SL/2014/0463:** Brantwood, Neddy Hill, white upvc conservatory to front of dwelling, for Mr A Decres. FULL PLANNING.
    - iv. **SL/2014/0460:** Silver Cragg, Vicarage Lane, single story side extension for Mrs Frances Roberts. FULL PLANNING.
12. Consider the bank balances and the Income and Expenditure Account, noting the receipt of the 2014/15 precept of £11679.00 and the Council Tax Support Grant of £472.96 from SLDC.
13. Authorise payment of the following accounts:
 

a.	Lengthsman's hours and expenses to 30 April 2014	£148.75
b.	Clerk's salary and expenses 1 – 31 May 2014	£252.84
c.	Clerk's expenses – printer ink.	£40.00
d.	Slingsby - grit bin	£188.40
e.	Subscription to LCR (Local Councils Review magazine)	£15.00
f.	CALC Training Course- Local Council Finance Course	£24.50
g.	Spring View Landscapes – grass cutting instalment	£600.00
h.	Clerks and Councils Direct subscription	£12.00
i.	Gordon Graham Roadmarkings Ltd, Memorial Hall car park	£300.00
14. To authorise the transfer of £6000.00 from Current to Deposit account.
15. To minute that the Parish Clerk is also the Responsible Financial Officer (RFO).
16. To approve the Annual Accounts for 2013/14 and to sign the Annual Governance Statement.
17. To announce that the Casual Vacancy will be filled by the Parish Council by co-option, and to discuss the arrangements for this process.
18. To note the estimated cost of £150 for putting up the Historic County of Westmorland sign at the County Boundary (having already agreed to the purchase of the sign including posts and fittings of £394..00 + VAT) and to decide whether to go ahead with the purchase and fitting of the sign.
19. To review the outstanding action items.
12. To review Lengthsman's weekly logs on the Playground and to receive reports from

Parish Councillors, District Councillors and the Clerk.

21. To receive and, if necessary, action communications received (see below).
22. Date of next meeting: The next meeting will be held in the Memorial Hall on Thursday 19 June 2014 at 7:30pm

**Schedule of Communications to 9 May 2014**  
**Significant communications received:**

**1. By e-mail forwarded to Councillors:**

- a. Local Lettings Policy and Local Connection Policy Review
- b. Kendal Rural East newsletter 4 April 2014
- c. Street Lighting on telegraph poles
- d. New Model Financial Regulations - CALC
- e. CALC Circular May 2014
- f. Papers SL District Association Meeting 5 June 2014
- g. Highways Schemes in South Lakeland 2014/15

**2. In circulation folder:**

- a. Clerks and Councils Direct, May 2014, issue 93

**GLOSSARY OF ABBREVIATIONS**

<b>CALC</b>	Cumbria Association of Local Councils
<b>CCC</b>	Cumbria County Council
<b>LAP</b>	Local Area Partnership
<b>LDF</b>	Local Development Framework
<b>NALC</b>	National Association of Local Councils
<b>SLDC</b>	South Lakeland District Council