

# STAINFORTH PARISH COUNCIL



Parish Clerk: Peter F. Leng

*The Barn, Gildersleets, Giggleswick, Settle, North Yorkshire BD24 0AH*

Tel: 01729 825532

e-mail: [peter.leng123@btinternet.com](mailto:peter.leng123@btinternet.com)

The Annual Meeting of Stainforth Parish Council will be held in Stainforth Village Hall on Tuesday, 14 May 2019 at 7.00pm. The public and press are invited and parishioner participation will be at 7.00pm.

P F Leng  
Parish Clerk

8 May 2019

## AGENDA

**1 To elect a Chairman**

**2 To receive the Chairman's Declaration of Acceptance of Office**

**3 To receive apologies**

**4 To elect a Deputy Chairman**

**5 Casual Vacancy – to consider co-option**

**6 Code of Conduct - Localism Act 2011**

- i) Register of Financial and Other Interests; Gifts and Hospitality – to consider any changes in members' Register of Interests
- ii) To record any Councillor's Disclosable Pecuniary Interest (DPI) in relation to items on this agenda
- iii) To consider any dispensations

**7 Councillors and representatives/trustees to outside bodies**

- i) Settle & District Aid in Sickness Fund - to appoint a representative
- ii) Yorkshire Local Councils Associations - branch meetings; to appoint two Councillors to attend and to represent the Council as voting representatives at those meetings

**8 To consider payment of subscriptions to be paid annually**

**9 To receive a list of assets held by the Council (Asset Register)**

**10 Policing**

- i) To receive the monthly report

**11 To approve the Minutes of the Meeting held on Tuesday, 9 April 2019**

**12 Matters Arising** (information only)

- i) Additional parish councillors - advice from Solicitor to Craven DC & Monitoring Officer
- ii) Dog bin request – further response

**13 To receive the Minutes of the Annual Parish Meeting held on Tuesday, 9 April 2019**

Continued/

**Agenda for the Annual Meeting of Stainforth Parish Council to be held on Tuesday, 14 May 2019 cont****14 Planning****a) To consider applications received****b) To note any decisions received****C/64/56F** Conversion of existing garage to include second storey extension and internal alterations.  
3 Joe's Close, Main Street, Stainforth.**c) To receive any planning correspondence**

i) Neighbourhood Planning Programme Update from MHCLG

**15 Finance****a) Annual Governance & Accountability Return 2018/19**

i) To certify Stainforth Parish Council as exempt from external audit for the fiscal year 2018/19

ii) To receive and note the Report of the Internal Auditor for 2018/19 as provided by Yorkshire Internal Audit Services

iii) To note the Annual Internal Audit Report for 2018/19 as included at page 4 of the Annual Governance and Accountability Return 2018/19

iv) To approve Section 1 - Annual Governance Statement 2018/19 for Stainforth Parish Council on page 5 of the Annual Governance and Accountability Return 2018/19

v) To approve Section 2 - Accounting Statements 2018/19 for Stainforth Parish Council on page 6 of the Annual Governance and Accountability Return 2018/2019

vi) To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities

vii) To appoint an Internal Auditor for 2019/20

viii) To approve the Internal Audit fee for 2019/20

**b) Payment of accounts** - To authorise payment as per schedule, including Clerk's remuneration for May, 2019**c) Council's insurance** – to receive information from the Council's broker and to consider renewal**d) stainforthpc.org.uk** – to approve renewal of domain and Email account hosted by UK2**e) YLCA** – launch of new Internal Audit service for councils and parish meetings**16 Street Lights**

i) To receive reports of any defects for action

**17 Highways**

i) To receive any reports for action

ii) Holly House/Ivy House – public highway

iii) To receive the Monthly update from Area5, Skipton

**18 Repairs and Maintenance**

a) To receive any reports for action

**19 To respond to correspondence received**

i) Litter by stile at Stainforth Force – letter from Dr Iain Connell

ii) YLCA – Training Programme, June - November 2019

**20 To receive items of information**

i) YDNPA – Draft Agenda, Parish Forum Meeting, Austwick Parish Hall, 7.00pm, 14 May 2019

ii) Magazine, 'Clerks &amp; Councils Direct' – May, 2019

**21 To arrange the next meeting of the Parish Council****P F Leng  
Parish Clerk****8 May 2019**