

# MEETING OF DUDDON AND BURTON PARISH COUNCIL

To the Members of Duddon and Burton Parish Council: You are hereby summoned to attend the Parish Council Meeting on Thursday 14<sup>th</sup> July 2022 to be held at Duddon, Clotton and District War Memorial Hall, which will begin at 7.00pm, for the transaction of the business set out below.

**MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND ALL COUNCIL MEETINGS**  
(Public Bodies (Admission to Meetings) Act 1960)

Signed *Trudy Ryall-Harvey*

Clerk

7/07/2022

duddonandburtonparishcouncil@gmail.com

07784 486 767

## AGENDA

|    |                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|----|---------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | <b>RECRUITMENT OF CLERK</b>     | To receive an update on the recent Clerk Recruitment and to appoint a permanent Clerk & RFO                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 2. | <b>APOLOGIES</b>                | And reason for absence.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 3. | <b>DECLARATIONS OF INTEREST</b> | Members to declare any interest under the following categories: pecuniary, outside body and family, friend or close associate.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 4. | <b>PUBLIC PARTICIPATION</b>     | <p>When members of the public may comment or raise questions regarding matters affecting the Parish.<br/>(max of 3 mins per person without prior agreement with Chair and for a maximum of 20 minutes in total.)</p> <p><i>This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate by asking questions, raising concerns or making comments on matters affecting Duddon and Burton. No decision can be taken during this session, but the Chairman may decide to refer any matters raised for further consideration.</i></p> <p><i>N. B Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119</i></p> |
| 5. | <b>ACCEPTANCE OF MINUTES</b>    | To approve and sign the minutes of the Parish Council meeting held on Thursday 5 <sup>th</sup> May 2022.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 6. | <b>PLANNING</b>                 | <ul style="list-style-type: none"><li>- To note planning applications as listed on the planning register, including comments submitted since the last meeting and enforcement matters.</li><li>- To note any planning applications received since the agenda has been distributed</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 7. | <b>ACCOUNTS</b>                 | <ol style="list-style-type: none"><li>1) To accept the Cash Book.</li><li>2) To approve the Bank Reconciliation against Cashbook YTD.</li><li>3) To approve the Clerk's Subscription to Local Councils Update (to be split between 5 PC)</li><li>4) To approve the contribution to the Clerk's Parish Council dedicated mobile phone (cost being £10 per month – split between Parish Councils).</li><li>5) To approve the contribution to the Clerk's training for the year – costs to be split between the Parish Council's and in line with the budget.</li><li>6) To approve Payments made and Income received since last meeting.</li></ol>                                                                                                                                                                                                               |
| 8. | <b>THE COMMUNITY</b>            | <ol style="list-style-type: none"><li>1) Queens Platinum Jubilee Event - to receive an update following the Queens Platinum Jubilee Event held on 3<sup>rd</sup> June 2022</li><li>2) Playground Equipment – to receive an update on the maintenance required to the Playground Equipment</li></ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 9. | <b>PARISH COUNCIL MATTERS</b>   | <ul style="list-style-type: none"><li>- CWaC Items Reported – to receive a report for all items reported to CWaC and note any actions undertaken by CWaC.</li><li>- Website – to receive an update on moving the Website.</li><li>- Policies – to receive, review and adopt the following policies:-<ul style="list-style-type: none"><li>▪ Risk Management Strategy</li></ul></li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

|     |                             |                                                                                                                                                                                                                                                                                                                       |
|-----|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     |                             | <ul style="list-style-type: none"> <li>▪ General Risk Assessment</li> <li>▪ Reserves Policy</li> <li>▪ Health and Safety Policy</li> <li>▪ Training and Development Policy</li> <li>▪ Planning Committee Terms of Reference and Delegated Powers</li> </ul>                                                           |
| 10. | <b>CORRESPONDENCE</b>       | <ul style="list-style-type: none"> <li>- Duddon and Burton PC Ideas – email from Stephen Harrison to agree further actions.</li> <li>- Update on Services at Tarporley War Memorial Hospital</li> <li>- Police Crime Survey</li> <li>- Any other correspondence received since the agenda was distributed.</li> </ul> |
|     | <b>DATE OF NEXT MEETING</b> | Proposed date 15 <sup>th</sup> September 2022 at 7.00pm at Duddon, Clotton and District War Memorial Hall                                                                                                                                                                                                             |