

# STAINFORTH PARISH COUNCIL



Parish Clerk: Peter F. Leng

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The Annual Meeting of the Stainforth Parish Council will be held in Stainforth Village Hall on Tuesday, 10 May 2016 at 7.00pm. The public and press are invited and parishioner participation will be at 7.00pm.

P F Leng  
Parish Clerk

3 May 2015

## 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 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

**6 Policing**

- i) To receive the monthly report

**7 To appoint representatives/trustees to outside bodies**

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

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

**10 To approve the Minutes of the Meeting held on Tuesday, 19 April 2016**

**11 Matters Arising** (information only)

**12 To receive the Minutes of the Annual Parish Meeting held on Tuesday, 19 April 2016**

**13 Planning**

- a) To consider applications received
- b) To note any decisions received
- c) To receive any planning correspondence

Continued/

**Agenda for the Annual Meeting of Stainforth Parish Council to be held on Tuesday, 10 May 2016**

**14 Finance**

- 1) To authorise payment of accounts, including the Clerk's monthly remuneration as per schedule
- 2) *Internal Audit*
  - i) To receive and consider the report of the Internal Auditor for the year ended 31 March 2016
  - ii) To appoint an Internal Auditor
  - iii) To approve the Internal Audit fee for 2016 - 2017
- 3) *Annual Return* - to complete the Annual Return for year ended 31 March 2016
  - i) To consider and approve the Annual Governance Statement
  - ii) To consider and approve the Accounting Statements
- 4) *Council's insurance*
  - i) To receive information from the Council's broker and to consider renewal
- 5) Trees adjacent to the green at Little Stainforth - to consider quotations received
- 6) *To revise the bank mandate* and to pass the following resolution:
  - i) That bank accounts be continued with HSBC Bank plc (the Bank) and the Bank is authorised to:
    - a) pay all cheques and other instructions for payment signed on behalf of the Council by any two members of the Council for the time being as listed on the Mandate whether any account of the Council is in debit or credit.
    - b) deliver any item held on behalf of the Council by the Bank in safe keeping against the written receipt or instruction of any two members of the Council for the time being as listed on the Mandate; and
    - c) accept the signatures of any two members of the Council for the time being as fully empowered to act on behalf of the Council in any transaction with the Bank.
    - d) accept the signatures of any two members of the Council for the time as fully empowered on behalf of the Council to enter into at any time(s) and agreement(s) for or relating to electronic and/or telephone banking service of any kind whatsoever ('Services'), and to delegate (including the power to sub delegate) the operation of the Services and the Council acknowledges that the Bank shall be entitled to act upon instructions received in respect of the Services until notified otherwise in writing by the Council.
    - e) That the Council agrees that any debt incurred to the Bank under this authority shall in their absence of written agreement with the Bank to the contrary be repayable on demand.
    - f) That the Proper Officer is authorised to supply the Bank as and when necessary with lists of persons authorised to sign, give receipts and act on behalf of the Council, and that the Bank may rely on such lists.
    - g) That these resolutions be communicated to the Bank and remain in force until changed by resolution of the Council and a copy, certified by the Chairman and the Proper Officer is received by the Bank.
    - h) That the Council accepts the account/s and banking relationship with the Bank will be governed by and subject to the Business Banking terms and Conditions ( a copy of which has been provided) as amended from time to time with any terms and conditions in respect of specific products and services requested by the Council from time to time.

**15 To discuss lowering the height of the parish notice board**

**16 Defibrillator – to receive an update**

**17 Superfast Broadband – to receive any update**

**18 Drains – to receive a list of drains in the Parish of Stainforth and to consider action required**

**19 20 mph speed limit through Stainforth** - to consider reports of speeding and decide on action

**20 Parish Council documents** - to receive a list of obsolete documents as follows, and to consider disposal

Finance – vouchers from 1996 to 2007

Planning – determined applications from 1995 to 2012

Code of Conduct and Standards Board papers

Craven DC election papers, Countryside Agency papers, Playground catalogues and books

**21 Street Lights**

- a) To receive reports of any defects for action

**22 Highways**

- a) To receive any reports for action

**23 Repairs and Maintenance**

- a) To receive any reports for action

**24 To respond to correspondence received**

- i) YDNPA – Parish Forum meetings and other information

**25 To receive items of information**

**26 To arrange the next meeting of the Parish Council**



P F Leng  
Parish Clerk

