

**CASTLETON PARISH COUNCIL - NOTICE OF ANNUAL PARISH COUNCIL MEETING: 25th MAY 2017 - Following the Annual Parish Meeting at 7.00pm, The Village Hall, Castleton**

Dear Councillor,

You are summoned to attend the Annual Parish Council meeting of Castleton Parish Council to be held at 7.00pm on Thursday 25<sup>th</sup> May 2017 in the Village Hall, How Lane, Castleton, for the purposes of transacting the business below:



Mrs L. Gibbs, 17<sup>th</sup> May 2017

01/05/17 **New Council:**

A: For the existing Chair of Council to stand down and for a new Chair of the new Council to be elected by the Members present, and for the person duly nominated and elected to make any necessary arrangements for the handing over of the Chain of Office, keys and any appropriate official documents, papers, etc;

B: For the existing Vice-Chair of Council to stand down and for a new Vice-Chair of the new Council to be elected by the Members present.

02/05/17 To consider accepting any apologies for absence.

03/05/17 To record declarations of personal or pecuniary interests from Members as to any items to be discussed and as necessary or appropriate to receive and approve any Members' requests for dispensations on matters in which they have any Disclosable Pecuniary Interests.

06/05/17 **Annual Review of Policies and Documents:**

To review and discuss existing policies and documents and resolve to adopt or amend where and as necessary (at this or in subsequent meetings or via appointment of appropriate Committees:

- i) Standing Orders
- ii) Financial Regulations
- iii) Code of Conduct
- iv) Burial Ground Policy and fees
- v) Equal Opportunity Policy
- vi) Data Protection Policy
- vii) Freedom of Information Policy
- viii) S.137 Policy
- ix) Complaints Procedure

07/05/17 **Annual Review of Inventory of Land, Buildings and Other Assets:**

A: To carry out the above review and establish an up to date Asset Register thereof, to record all property and land owned by the Council and its location, extent, plan, purchase details, nature of interest, tenancies granted, rents payable and purpose for which held;

08/05/17 **Council Ordinary Meetings:**

To confirm that the Council shall continue to hold its Ordinary Meetings in the Castleton Village Hall (or such other place as specified on the Agenda for the appropriate meeting) commencing at 7pm on the last Thursday of every calendar month excepting August and December (unless this be required to be changed by law or public holiday).

09/05/17 **Reports:**

To receive, consider and discuss:

- A: County Councillor's Report;  
B: Borough Councillor's Report;  
C: Police Report.

10/05/17 **Public Participation:** A period of not more than 15 minutes will be allowed for members of the public to speak to the meeting in respect of items upon the Agenda (in accordance with Standing Orders).

11/05/17 **Correspondence & DALC Circulars:**

To note various correspondence received and emailed to Councillors.

12/05/17 **Finance:**

A: To note the Council's monetary assets in the following accounts:

- i) National Westminster Bank Current Account
- ii) National Savings Investment Account

B: To approve and instruct the payment by cheque of presented invoiced items including the following:

- i) P. Outram grounds maintenance – £650.00
- ii) Clerk's salary, use of home allowance, expenses - £306.52
- iv) Village Hall – £18.00
- v) Internal Auditor – Joanne Taylor - £123.40

C: To note income and receipts of the Council.

D: For the Chair of the meeting to agree and sign the latest current account bank statement and RFO's bank reconciliation.

E: To consider and sign Section 1 of the Annual Return – Annual Governance Statement 2016/17.

F: To consider and sign Section 2 of the Annual Return – Accounting Statements 2016/17.

G: To consider the addition of authorised signatories to the Natwest Current Account.

13/05/17 **Planning:**

A: To discuss, consider and instruct reporting of the Council's views on applications received and available to view on [www.peakdistrict.gov.uk](http://www.peakdistrict.gov.uk).

B: To note the following planning decisions as notified by Peak District National Park Authority:

- i) NP/HPK/0117/0047 – 2, Speedwell House, Buxton Road, Castleton – Removal of condition 2 and 5 from NP/HPK/0915/0891 - GRANTED
- ii) NP/HPK/0217/0108 – Castleton Visitor Centre, Buxton Road, Castleton – Advertisement Consent – new signs - GRANTED

14/05/17 **Items arising from Annual Parish Meeting:**

To consider, discuss and as appropriate resolve to instruct or take further action upon any items raised or brought to the Council's attention at the Annual Parish Meeting held immediately prior to this Council meeting.

15/05/17 **Council Matters:**

A: To receive an update on the Abandon Normal Devices (AND) Festival

B: To discuss "Village of the Year"

C: Ownership/maintenance of land at the rear of Goosehill Cottage – the clerk to report on available information

D: To discuss change of date/location for July meeting due to unavailability of Village Hall.

E: Update on Tunnel2Tunnel

16/05/17 **Condition of Village:**

A: Village Noticeboards – to discuss the quote received for repairing the Noticeboard near the bus station.

B: To note and discuss as necessary any issues which merit the Council's attention and to consider any appropriate forward action.

17/05/17 **Items for Peveril Post/Parish Magazine:**

To note any items, requests or points of interest which are appropriate for inclusion in the next issues.

**The date of the next Meeting of the Council will be on Thursday 29<sup>th</sup> June 2017 in the Village Hall, Castleton, at 7pm.**

*Mrs L. Gibbs, Clerk to Castleton Parish Council*

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