

CASTLETON PARISH COUNCIL - NOTICE OF ANNUAL PARISH COUNCIL MEETING: 31st MAY 2018 - 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 31st May 2018 in the Village Hall, How Lane, Castleton, for the purposes of transacting the business below:



Mrs L. Gibbs, 24th May 2018

01/05/18 **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.

02/05/18 To consider accepting any apologies for absence.

03/05/18 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.

06/05/18 **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

07/05/18 **Annual Review of Inventory of Land, Buildings and Other Assets:**

A: To review and up date the Asset Register. 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.

08/05/18 **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).

09/05/18 **Reports:**
 To receive, consider and discuss:
 A: County Councillor's Report;
 B: Borough Councillor's Report;
 C: Police Report.

10/05/18 **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).

11/05/18 **Correspondence & DALC Circulars:**
 To note various correspondence received and emailed to Councillors.

12/05/18 **Finance:**
 A: To note the Council's monetary assets in the following accounts:
 i) National Westminster Bank Current Account
 ii) National Savings Investment Account

	Current Account	NS&I
Balance brought forward 01/04/18	10107.21	24301.38
Total Income	9053.29	0.00
Total Expenditure	2501.79	0.00
Balance	16658.71	24301.38
New Statement Balance 15/05/18	18446.64	
Less un-presented cheques	434.21	
Less this month's payments	1353.72	
Available Balance 31/05/18	16658.71	

B: To approve and instruct the payment by cheque of presented invoiced items including the following:
 i) Jon Haddock, printing of Peveril Post, under S.137 – £160.00
 ii) Clerk's salary, use of home allowance, expenses - £289.72
 iii) Village Hall – £18.00
 iv) Miss Landscape, grounds maintenance - £490.00
 v) Royal British Legion, lamp post poppies, under S.137 - £24.00
 vi) Coppa Estates- refund of overpayment - £360.00
 vii) Peak Park Parishes Forum – annual subscription - £12.00

C: To note income and receipts of the Council.
 i) HPBC, Precept – £7920.79
 ii) Coppa Estates, rent for space outside Three Roofs Café - £360.00
 iii) Coppa Estates, rent for space outside Three Roofs Café - £360.00 (second payment made in error)
 iv) DCC – Rights of Way Minor Maintenance Grant - £412.50

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 Governance and Accountability Return Part 3 – Annual Governance Statement 2017/18.

F: To consider and sign Section 2 of the Annual Governance and Accountability Return Part 3 – Accounting Statements 2017/18.

13/05/18 **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 including:

i) NP/HPK/0518/0411 – Townhead, Pindale Road, Castleton – Single storey rear extension to an existing semi-detached property.

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

14/05/18 **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.

15/05/18 **Council Matters:**

A: To consider the issues with payment for printing of the Peveril Post.

B: To discuss managing tourism in the local area.

C: To discuss matters concerning the playing fields.

D: To discuss queries raised by Grounds Maintenance contractor.

E: To consider and discuss GDPR.

F: To consider the request for an additional inscription for Shirley Ruth Hall, to be made on the headstone of John Hall.

16/05/18 **Condition of Village:**

A: To discuss the broken grit bin on Winnats Pass.

B: To receive an update on the work to be carried out under the Rights of Way Minor Maintenance Agreement.

C: To receive an update on discussions with the National Trust.

D: To consider the information received from HPBC regarding a bin for the Burial Ground and discuss other maintenance issues raised.

E: To consider issues with parking in the village.

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

17/05/18 **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 28th June 2018 in the Village Hall, Castleton, at 7pm.

Mrs L. Gibbs, Clerk to Castleton Parish Council

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