

# Burton-in-Lonsdale Parish Council

## Notice of Annual Parish Council Meeting 7.30pm, Thursday 18<sup>th</sup> May 2023 in the Village Hall, Burton in Lonsdale

Members of the public are politely requested:

- to switch mobile telephones to silent mode when attending parish council meetings.
- to raise a hand if you wish to ask a question or make a comment

Meetings will be recorded, members of the public may record the meeting if they wish.

### Agenda

#### 1 Election of the Chairperson

- The Chairperson shall be elected by a show of hands of those Councillors present
- Signing of Chairperson declaration of office

#### 2 Code of Conduct and Declaration of Interests

- a) to receive any declarations of interest not already declared under members code of conduct or members register of disclosable pecuniary interest
- b) to receive, consider and decide upon any applications for dispensation

#### 3 Apologies

- 1.1 To receive apologies
- 1.2 To consider approval for the reasons for absence

#### 4 Election of the Vice-Chairperson

The Vice-Chairperson shall be elected by a show of hands of those Councillors present

#### 5 Committees

- Review of delegation arrangements to committees -
  - Finance Committee
  - Planning Committee
  - Recreation Committee
- Review of the terms of reference for committees –
  - Finance Committee
  - Planning Committee
  - Recreation Committee
- Appointment of members to existing committees -
  - Finance Committee
  - Planning Committee
  - Recreation Committee
- Appointment of any new committees

#### 6 Standing Orders and Financial Regulations

Review and adoption of appropriate standing orders and financial regulations

#### 7 Election of Parish Council Representatives to Outside Bodies for year 2023-2024 (not necessarily from within the Parish Council)

To appoint representatives to outside bodies as follows:-

- Village Hall Committee
- Woodland Trust
- Yorkshire Local Councils Association – the Clerk
- Bentham Common Lands Charity 2023-2024

No other bodies requested representation from the Parish Council.

#### 8 Finance

- Review of inventory of land and other assets including buildings and office equipment

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## Notice of Meeting

- Confirmation of arrangements for insurance cover in respect of all insurable risks;
- Review of the Council's and/or staff subscriptions to other bodies;
- Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972 or the general power of competence.

### 9 **Policies and Procedures**

- Review of the Council's policies and procedures

### 10 **Meeting Timetable**

Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

### 11 **End of Meeting**

**Sally Preece**  
**Parish Clerk**

Friday 12<sup>th</sup> May 2023

**Email: bilparishcouncil@gmail.com Tel: 07917 658 045**

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### Public Questions or Statements

Public access to the meeting. Members of the public have a right to attend any meeting of the Council, its Committees (or Sub-Committees, if any) held in public or that part of the proceedings which are held in public; have access to any public report or other public papers and to ask questions or make statements relating to the business of that body subject to conditions

- a) Members of the public are able to ask questions or make statements, at this point on the agenda, on matters which are not otherwise on the agenda for the meeting.
- b) The overall time limit for questions/statements will be 15 minutes, but no single member of the public will be entitled to speak for more than 3 minutes.

Members of the public wishing to speak on items which are on the agenda will be given the opportunity to do so when the particular item is being considered, immediately after introduction of the item. This is limited to a total of 3 minutes on any item.