

**Burton-in-Lonsdale Parish Council**  
**Notice of Meeting**  
**7.30pm, Thursday 16<sup>th</sup> June 2022**  
**in the Village Hall, Burton in Lonsdale**

Members of the public are politely requested:

- to observe the COVID regulations in force at the time of the meeting
- to switch mobile telephones to silent mode when attending parish council meetings.

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

**Agenda**

- 1 **Apologies** from Members unable to attend
  - a) given in advance of the meeting
  - b) consider acceptance of reasons for absence if consideration of reason is requested
- 2 **Code of Conduct and Declaration of Interests**
  - a) to note declarations of interest not already declared under members code of conduct or members register of disclosable pecuniary interest or a matter in which the member has another interest.
  - b) to approve dispensation request if dispensation request is received
- 3 **Public Statements and Questions**
- 4 **Approval of The Minutes** by the Councillors
  - a) the Full Council Meeting of 19<sup>th</sup> May 2022
  - b) review of draft minutes of the APM on 26<sup>th</sup> May 2022
- 5 **Report by the Queen's Platinum Jubilee Committee**

Committee's report re activities  
Consideration of the use of remaining funds
- 6 **Recreation Field Committee**

Report
- 7 **Clerk's Vacancy**

To consider the appointment of a new Clerk, following advertisement and interview
- 8 **Training**

To consider appropriate training courses for Clerk & Councillors and to set a budget not exceeding £500
- 9 **Parish Council Sub Committees**

To consider the setting up of two new sub-committees and to approve their terms of reference

  - a) a Planning sub-committee
  - b) a Village Projects sub-committee
- 10 **Committees' Terms of Reference**
  - Finance Committee
  - Recreation Committee
  - Planning sub-committee
  - Village Projects sub-committee

**11 To Appoint Members of the Following Committees for 2022-2023**

- Village Hall Committee - 1 representative
- NYCC Countryside Volunteers - 1 representative
- Woodland Trust - 1 representative
- Yorkshire Local Councils Association - 2 representatives
- NYCC Emergency Committee - 1 representative
- Bentham Common Lands Charity – 1 representative
- any other bodies requesting representation from the Parish Council

**12 Finance Matters**

- a) Bank Mandate
- b) To consider the setting up of an alternative bank account
- c) To review the Bank Balances and Receipts
- d) Approval of Payments and Budgeted items
- e) To Agree the Accounts for Payment from Reserves

**13 Annual Accounts**

- a) Appointment of Internal Auditor for 2022-23
- b) Proposed Public Rights of inspection period:  
Monday 27<sup>th</sup> June 2022 to Friday 5<sup>th</sup> August 2022 (30 working days)

**14 Items From The Standing Orders to be Reviewed**

- a) To review the Council's Standing Orders
- b) To review the Council's Financial Regulations
- c) To review the Council's Complaints Procedure
- d) To review the Council's Assets Register
- e) To review the Council's Risk Assessment

All of the above to be reviewed to agree a way forward

**15 North Yorkshire County Council and Craven District Council**

**2022/23970/FUL Harris Garth, 8 High Street,**  
Alterations to existing Grade II Listed Building and propose single storey porch extension

**2022/24077/FUL Sycamores Cottage Barnoldswick Lane**  
Change of use from holiday accommodation to residential use

**16 B4RN**

To consider the proposed location for the B4RN cabinet installation, on highways land near to the school

**17 VAS sign**

To consider the use of this sign

**18 Village flagpole**

Statement

**19 Electricity supply to Manor Close**

Report

**20 Date & time of forthcoming meetings**

27<sup>th</sup> June 2022 : Recreation Field Committee meeting  
21<sup>st</sup> July 2022 : Full Parish Council Meeting

**End of Meeting**

**Peter Thompson**

**Chair**

Friday 10<sup>th</sup> June 2022

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

# **Burton-in-Lonsdale Parish Council**

## **Notice of Meeting**

### 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.