

STALMINE-WITH-STAYNALL PARISH COUNCIL

9 June 2022

Dear Councillor,

You are hereby summoned to attend the June meeting of Stalmine-with-Staynall Parish Council on Tuesday 14 June at **7.00pm** at the Village Hall, Stalmine.

Alison May
Interim Clerk to the Council

A G E N D A

1 Apologies for absence

2 Declaration of interests and dispensations

To receive disclosures of pecuniary and non-pecuniary interests and to consider any requests from councillors for dispensations on matters to be considered at the meeting.

3 Minutes of the last meeting

Councillors are asked **to consider and approve** as a correct record the minutes of the meeting held on 10 May 2022 (**emailed**).

4 Public participation

When dealing with public participation there is no obligation to respond immediately to comments made. Members of the public are reminded that only items on the agenda should be raised at the meeting. Any other items should be raised outside the meeting either with a councillor or with the clerk. The chair will ask councillors to agree to adjourn the meeting to allow non-councillors to speak and will reconvene the meeting on the conclusion of public participation.

5 Planning

Councillors are asked **to note** that planning application 22/00400/FUL was circulated to councillors for comment outside the meeting. The consensus was that the provision of new vehicular access at the proposed location would not be appropriate given that there have already been fatalities at this location and nearby.

6 Finance

Councillors are asked:

a) To note the following receipts in May:

£Nil

b) To approve the following payments

	Chqs	
May payroll	00218,00219, 00220	£928.80
Lengthsman's May expenses (SLN on behalf of council)	000221	£34.21
Mr M Stansfield, plantsman (Inv.0004)	000222	£388.45
Wyre Building Supplies (Inv.332666)	000223	£42.35
C&C supplies Collinson Ltd (IN664162)	000224	£19.13

c) To note the following payments by direct debit:

Easy Websites (monthly hosting fee) June	£42.00
ID Mobile (May)	£ 6.00
ICO (annual)	£35.00

The statement of account for May will be provided at the meeting once the bank statement is available.

7 Annual Governance and Accountability Return 2021/22

a) Councillors are asked **to note** the remaining balance for year-end was £33113.58.

b) 2021/22 Budget Outturn and Annual Governance and Accountability Return

Councillors have been provided with copies of the detailed budget outturn. Councillors are asked **to consider** each part of the documentation and take action as indicated below once the internal audit has been completed:

The Internal Audit was carried out in June 2022, a copy of the auditor's report will be available for the June meeting.

I've emailed an electronic version of the AGAR.

i) Section 1 – Annual Governance Statement of the Annual Return for the year ending 31 March 2022 (**hard copy to be brought to meeting**). Councillors are asked to consider statements 1 to 9 and **to confirm** whether they agree to the statements. The statement will then be signed by the chair (Mayor) and the clerk.

ii) Section 2 – Accounting Statements 2021/22 (**hard copy to be brought to meeting**). Section 2 has been prepared and signed by the Responsible Financial Officer (RFO/clerk) as confirmation that the accounts have been prepared on a receipts and payments basis. Once approved by resolution of the full council, the form is signed and dated by the chair (Mayor) to confirm that the accounts have been approved by the council. Councillors are asked **to approve** section 2.

8 Parish and town council charter 2022 – 2024

A copy of the revised and updated parish and town council charter, which sets out the relationship between Lancashire County Council and parish and town councils in Lancashire has been **emailed**. The Charter was revised in conjunction with parish and town councils and endorsed at the parish and town council conference in March.

The Charter was recently ratified by LCC Cabinet and a request has been received for it to be discussed and ratified by the council.

Councillors are asked **to determine** how they wish to proceed.

You may also be interested in the BBC article <https://www.bbc.co.uk/news/uk-england-lancashire-61464837>

9 Street lighting column attachments

Councillors are asked **to note** Lancashire County Council's position regarding attaching items to lighting columns (**emailed**)

The full guidance can be accessed via the link below.

[Column attachment guidance - Lancashire County Council](#)

10 Grant applications

Councillors are asked **to note** that no applications were received by the 25 May deadline.

ITEMS FOR INFORMATION ONLY

11 Reports from outside bodies

An opportunity for external group representatives to update the council on recent events.

12 Clerk's report

A verbal update will be provided at the meeting.

13 Wyre councillor report

An opportunity for Wyre councillors to provide an update.

14 Questions to councillors

An opportunity for councillors to ask another councillor a question.

15 Exclusion of the press and public

Pursuant to Section 1(2) and 1(3) of the Public Bodies (Admission to Meetings) Act 1960, the council may resolve to exclude the press and public to discuss an employment matter.

16 Date and time of next meeting

Councillors are asked to raise matters to be included on the agenda for the next meeting of the Parish Council either at the meeting or by notifying the clerk at least 10 days prior to the next meeting (**Friday 1 July at the latest**), with a summary of the reason for raising the matter.

The next meeting of the Parish Council is proposed for **Tuesday 12 July 2022** at 7.00pm.