**Parish Council of Broughton**

Chair Person: Mary Bradley

Clerk: Becx Carter, 40 Windebrowe Avenue, Keswick, Cumbria, CA12 4JA

Tel: 077866 78283. Email: [broughtonparishclerk@hotmail.com](mailto:broughtonparishclerk@hotmail.com)

Dated: 11th April 2022

Dear Councillor

You are summoned to attend the Annual Council Meeting of Broughton Parish Council, which will be held in **Christ Church,** Great Broughton on **Tuesday 10th May 2022** at **19:10** (immediately preceded by the Annual Parish meeting at 19:00)**.** If you are unable to attend, please pass your apologies to the clerk in advance of the meeting.

The Agenda is printed below.

Yours sincerely,



Parish Clerk

### Agenda

### 71/22 Election of Chairperson

To elect a Chairperson for the year 22-23 and receive their Declaration of Acceptance of Office

### 72/22 Election of Vice-Chairperson

To elect a Vice-Chairperson for the year 22-23

### 73/22 Apologies for absence

To receive and accept apologies and to note the reasons for absence

### 74/2022 Requests for dispensations and declaration of interests

#### Register of Interests: Councillors are reminded of the need to update their register of interests if any changes have occurred.

#### Request for Dispensation

#### Declarations of Interest of any prejudicial interests in items on the agenda and their nature. (Councillors with prejudicial interests must leave the meeting for the relevant items).

#### To declare any personal interests in items on the agenda and their nature.

### 75/2022 Exclusion of Press & Public (Public Bodies Admission to Meetings Act 1960)

*To decide if there are any items of business listed on the agenda which require exclusion of the press and public.*

### 76/2022 Minutes of the meeting held 19th April 2022

*To authorise the Chairman to sign, as a correct record the minutes of the above meeting.*

### 77/2022 Chair’s Announcements

### 78/2022 Public Participation (Max 3 mins per person) Max session length 10mins

*To receive previously notified written public questions- Members of the public who wish to submit written representation are requested to contact the Parish Clerk in writing not later than 17:00 on the Saturday prior to the meeting.*

*Your request must outline the question you will be raising.*

*This is at the Chairman’s discretion and no decisions can be made on items brought to the attention of the Parish Council under this item.*

### 79/2022 Reports from visiting councillors & Police- For information

### 80/2022 Play-area

#### Play-area Safety Netting Application

#### Subsidence on Welfare Field

### 81/2022 Allotments

#### Allotment Working Group Update

### 82/2022 Parish Maintenance & Highways

#### Adult Gym Equipment

### 83/2022 Correspondence- For discussion

Other items of correspondence for information are listed in the Clerks Report

### 84/2022 Planning Applications

*A revised list will be circulated at the meeting if required due to timescales.*

**Reference: WTPO/2022/0006**

Location: 6 Chapel Terrace, Moor Road

Proposal: Sycamore Tree (TPO), Pollard & crown reduction to maintain health of tree

**Reference: VAR/2022/0010**

Location: Land at former RNAD, Derwent Forest, Great Broughton

Proposal: Variation of conditions 1 & 9 (working hours) on application VAR/2021/0039

### 85/2022 Planning Decisions

None at the time of agenda production

### 86/2022 Finance, Accounts & Governance

#### Payment of Accounts- Listed on Statement of Accounts- *Circulated at the meeting*

#### To receive the internal auditors report

#### To approve the annual statements of governance-*Draft AGAR circulated with meeting papers*

#### To approve the Accounting Statements -*Draft AGAR circulated with meeting papers*

#### To approve the Y/E Accounts for 31/03/22 & statement of variances- *Circulated with the meeting papers*

#### To consider and approve Insurance Costs for 22-23.

#### To review & adopt the below Governance Documents (All available on [www.broughtonparishcouncil.co.uk](http://www.broughtonparishcouncil.co.uk) ) .

*Unless otherwise noted below it is proposed that these policies are re-adopted with no changes required.*

* Standing Orders
* Data Protection Policy
* Privacy Notice
* Asset Register-*Revised draft circulated with meeting papers*
* Risk Assessment
* Risk Management Policy
* Financial Regulations
* Complaints Procedure
* Health & Safety Policy
* Discipline & Grievance Procedure
* Document Retention Scheme
* Co-option Policy & Procedure
* Dispensation Procedure for Councillors
* Equality & Diversity Policy
* Freedom of Information Scheme
* General Data Protection Policy
* Code of Conduct
* Non Compliance with Code of Conduct

### 87/2022 Councillors Matters

An opportunity for Councillors to raise new issues- No decisions can be made on these matters, but the Clerk may make investigations and/or they may be placed on a future agenda of the Council

### 88/2022 Date of next meeting

All meetings to be held at 19:00 in Christchurch

21st June 2022

19th July 2022

20th September 2022

18th October 2022

15th November 2022

17th January 2023