

# Thornton in Craven Parish Council

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You are summoned to attend the  
Annual Parish Council Meeting held in the village hall on

**Wednesday 15<sup>th</sup> May 2019 at 7.00pm**

## **Agenda**

- 01.19 Election of Chairman 2019/2020**  
**To sign the Declaration of Acceptance of Office**
- 02.19 Co-option of new Councillor.**
- 03.19 Election of Vice Chairman 2019/2020**  
**To sign the Declaration of Acceptance of Office**
- 04.19 To receive any apologies.**
- 05.19 Recording of meetings** – The right to record, film and to broadcast meetings of the Parish Council is established under the Openness of Local Government Regulations 2014. Those who attend a public meeting should expect to be filmed. This includes Councillors, council officers and members of the public.  
A full set of rules for recording can be found on the Parish Council website and will be available at the meeting.
- 06.19 To record any declarations of interest.**
- 07.19 To approve the Minutes of meeting held on Wednesday 3<sup>rd</sup> April 2019**
- 08.19 To review Standing Orders and Financial Regulations**
- i. Review and adoption of appropriate standing orders and financial regulations;
  - ii. Review of inventory of land and assets including buildings and office equipment;
  - iii. Confirmation of arrangements for insurance cover in respect of all insured risks  
**Insurance – The long term policy was approved last year and runs until 31<sup>st</sup> May 2020.**
  - iv Review of the council's and/or staff subscriptions to other bodies;  
**Standard Practice – YLCA subscription**  
**ICO subscription**
  - v Review of the council's complaints procedure.  
**Standard Practice**
  - vi Review of the council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998;
  - vii Review of the council's policy for dealing with the press/media;  
**Standard practice**

8<sup>th</sup> May 2019

[www.thorntonincraven.co.uk](http://www.thorntonincraven.co.uk)

Signed by *Margaret Smith*,  
Clerk to Thornton-in-Craven Parish Council  
Email: [clerk@thorntonincraven.co.uk](mailto:clerk@thorntonincraven.co.uk)

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viii Determining the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council.

## **Standard practice**

**Approval of Standing Order reviewed.**

**Approval of Financial Regulations reviewed.**

**09.19 Open Forum - For residents to raise issues to the Parish Council.**

**10.19 To receive a report from Craven District Council.**

Welcome to new Ward Councillor Richard Pringle.

**11.19 To receive a report from North Yorkshire County Council.**

Cllr Mulligan

**12.19 To approve the Finance Report and Payment Schedule for April/May 2019**

### **Balance of accounts 31/3/2019**

Current Account	£7,927.37
Deposit Account	£10,001.00

### **Authorisation of payment for April/May 2019**

M Smith (April salary)	29/04/2019	180.57
HMRC (PAYE)	29/04/2019	28.60
D. Joyce (website hosting)	29/04/2019	25.32
Came & Co (Insurance)	15/05/2019	526.01
M Smith (May salary)	29/05/2019	180.37
HMRC (PAYE)	29/05/2019	45.20

**13.19 To consider any planning applications.**

**12.18.01** Planning Applications - None received

**12.18.02** Planning Applications granted - None

**12.18.03** Planning Applications refused - None

**14.19 To consider the quotations for the website.**

A decision needs to be made.

**15.19 To discuss street lighting issues and possibility of handing them over to NYCC following discussion at the Annual Parish Meeting.**

8<sup>th</sup> May 2019

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- 16.19 To appoint up to two councillors to attend the YLCA Branch meeting in their area and to represent the council as voting representatives at those meetings.**
- 17.19 To receive a report from the Events Committee.**
- 18.19 Correspondence and matters brought to the attention of the Chair.**
- 19.19 Date and time of next meeting.**  
Wednesday 5<sup>th</sup> June 2019 at 7pm

8<sup>th</sup> May 2019

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