

BOOTLE PARISH COUNCIL

Clerk: Mrs Lesley Cooper
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Low Marshside, Underhill
Millom, Cumbria, LA18 5HA

27 April 2016

Dear Councillor

You are requested to attend the Annual Meeting of Bootle Parish Council on Monday 9th May 2016 in **Captain Shaw's Hall** commencing 8.00pm.

Yours sincerely
L. Cooper
Mrs L Cooper
Clerk to the Council

ANNUAL MEETING AGENDA:

1. **ATTENDANCE AND APOLOGIES** – to receive apologies for absence
2. **MINUTES** – to approve the minutes of the meeting held on 11 May 2015
3. **ELECTION OF CHAIRMAN**
4. **ELECTION OF OTHER OFFICERS**
5. **ACCOUNTS** – The Clerk/RFO will give a report on the accounts of 2015/16
6. **NOTIFICATION OF COUNCILLOR VACANCIES**

Followed by the normal meeting

1. **DECLARATION OF INTEREST:**
To receive declarations, by elected and co-opted members, of interests in respect of items on this agenda.
2. **MINUTES of the Parish Council Meeting held on 14th March 2016 and 11th April 2016**
To authorise the Chairman to sign, as a correct record, the minutes of the Meeting held on 14th March 2016 and 11th April 2016 (previously circulated).
4. **POLICE LIASON REPORT**
5. **PROGRESS REPORTS**
To Receive for information and/or determine action, as appropriate, on the items in the following reports:
 - 5.1 Registration of Land Titles Chair to report
 - 5.2 Healthwatch Chair to report

5.3 Phone Box take over

Chair to report

5.4 Bench Repair/Replacement

and Council Notice Boards

Cllr Dunn to report

Photo for CALC Newsletter

6. PUBLIC PARTICIPATION/OPEN SESSION (15 minutes allowed)

The chairman will invite residents to make representations on any item on this agenda or to bring matters to the attention of the Council for consideration for inclusion in a future agenda.

7. COUNTY COUNCILLOR AND DISTRICT COUNCILLORS' REPORTS

To receive for information items relevant to the Parish. (Items raised for decision will appear on the agenda for the next meeting.)

8. Applications for Development

8.1 To examine applications for development and submit observations to the Planning Authority

7/2016/4018 Adjacent Glenrowan, Bootle Station, Millom

Outline planning permission for one dwelling

8.2 To ratify the observations submitted by the Clerk under devolved powers since the last meeting.

None undertaken

8.3 To note the decisions of the statutory planning authority with regards to recent applications

None received

8.4 To review execution of planning application 7/2015/4041

9. FINANCIAL RECORDS

9.1 To approve the following payments:

a)	United Utilities	- water charge	£	123.96
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b)	Eon – Electricity – toilets	£	33.85
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c)	Gowan	Construction – concrete benches	£2040.00
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d)	Gowan Construction -	repair Toilets	£	180.00
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d)	EDF – refreshments for Parish meeting	£	5.00
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e)	CALC - annual subscription	£	214.00
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f)	P Woodhouse – collection of wood etc	£	148.67
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9.2 To note the receipt of payments

To determine use of proposed Copeland Grant to Parishes

9.3 Approved Financial Regulations:

To determine who shall be responsible for signing off of quarterly bank reconciliations.

To determine date of salary reviews for the Clerk

9.3 To agree the Schedule of Assets

9.4 To agree the Annual Governance Statement

9.5 To agree the Risk Register and Risk Assessment

9.6 To receive and note the accounts for the year ending 31.03.16 have been submitted and approved by the internal auditor and that they are a true and correct record and that they are to be submitted to BDO Hayward (Audit Commission)

10. VILLAGE MATTERS

10.1 Grass cutting contract – receipt of Risk assessments and Insurance

10.2 Website

10.3 Street lights

11. To receive reports from representatives on outside bodies and working groups

11.1 Beach

11.2 Wellbank

11.3 Swimming Pool

11.4 Wellbank Footpath

11.5 Community Planning

12. CORRESPONDENCE:

To discuss any correspondence received for open discussion:

All other correspondence to be circulated in the normal manner for Council's perusal.

13. Councillor Matters

An opportunity for Councillors to raise minor matters, not on this agenda, on behalf of residents

(Note. No discussion or 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

14. DATE OF NEXT MEETING:

To confirm the date of the next meeting scheduled for 13th June 2016 at Captain Shaw's Hall commencing at 8pm