

Keswick and Intwood Parish Council.

10<sup>th</sup> May 2016

**To all members of the Council.**

You are summoned to attend the Annual General Parish Council Meeting of Keswick and Intwood Parish Council and ordinary Parish Council Meeting at the Reading Room Keswick on Wednesday 18<sup>th</sup> May immediately following the Parish Annual Meeting to transact the following business.

A handwritten signature in black ink, appearing to read 'P. Brooks', with a stylized flourish at the end.

*Phillip Brooks. Clerk to the Council.  
e-mail address. keswick.intwood@btinternet.com  
Telephone 01603 250639*

**Annual General Parish Council Meeting.**

**AGENDA**

1. To consider apologies for absence.
2. To elect a Chair of the Council.
3. To receive the Chairman's declaration of acceptance of office, or if not then received, to decide when it shall be received.
4. To elect a vice-Chair of the Council.
5. To appoint Councillors with special responsibilities.
6. To confirm the continued appointment of the Clerk as RFO.
7. To consider the payment of any subscriptions falling to be paid annually
8. To set dates for Parish Council meetings in 2017.

# **Parish Council Meeting**

## **AGENDA**

1. To consider apologies for absence.
2. Declarations of Interest: a) in accordance with s.31 of the Localism Act 2011, Members to declare any Disclosable Pecuniary Interests in items on this Agenda; and b) the Clerk to report any written requests for dispensation in respect of items on this Agenda.
3. Public Participation:
  - Resolution to adjourn the meeting for public participation and any County and District councillor reports.
4. To confirm minutes of the Parish Council Meeting on 2<sup>nd</sup> March 2016 and 4<sup>th</sup> May 2016 .
5. To report matters arising from minutes not on the Agenda: for information only.
6. Finance:
  - To approve the Parish Council's Return to the Audit Commission for the year ended 31<sup>st</sup> March 2016 circulated by the Responsible Financial Officer.
  - To approve the Governance Statement.
  - To agree invoices for payment in accordance with the budget.
7. Parish Council Draft Action Plan 2016-17 – to approve latest draft and confirm allocation of responsibilities
8. Parish Issues: To receive any updates relating to:
  - Highways (including latest developments regarding Low Road traffic)
  - Police
  - Reading Room.
9. Planning:
  - To receive summary report on applications and approvals since the last Council meeting.
  - To receive any update available relating to Application 2016/0764. Outline Application for proposed employment development consisting of B1, B2 and B8 uses, associated access and landscaping.
10. Correspondence received.
11. Items for the next meeting.

CORRESPONDENCE RECEIVED FOR DISCUSSION.

*The following list is paper correspondence received to: 10<sup>th</sup> May.*

None received to date.