

# Tebay Parish Council

Clerk: Mrs Emma Greenshaw, 2 River View, Great Asby, Appleby-in-Westmorland  
Telephone: 01768 353894 Email: [tebay.parish@gmail.com](mailto:tebay.parish@gmail.com)  
Chairman: Adrian Todd, Honeypot House, Gaisgill

18<sup>th</sup> May 2016

Dear Councillor

Members of the public are invited to the Annual Parish Meeting to be held on **Wednesday 25<sup>th</sup> May 2016 in the Methodist Hall, Tebay at 7.30pm.**

Councillors are summoned and members of the public are invited to the Annual Parish Council Meeting of Tebay Parish Council which will follow the Parish Meeting.

Yours sincerely



Emma Greenshaw  
Clerk to the Council

## Annual Parish Meeting Agenda

- 1 **Minutes**
- 2 **Chairman's report**
- 3 **Introduction to Suzy Hankin, Area Ranger East, Lake District Park Authority**
- 4 **Public questions/ comments**

## Annual Parish Council Meeting Agenda

- 1 **To elect a Chairman for Council Year 2016-17**
- 2 **To receive the Chairman's Declaration of Acceptance of Office**
- 3 **To elect a Vice Chairman for Council Year 2016-17**
- 4 **Apologies**  
To receive and consider apologies for absence
- 5 **Minutes**  
To authorise the chairman to sign the minutes of the extra-ordinary Parish Council meeting held on 27<sup>th</sup> April 2016 (*Attached*) as a true record.
- 6 **Declarations of Interest & Dispensations**  
To receive declarations by members of interests in respect of items on this agenda and to refer to dispensations.
- 7 **Public Participation**  
To receive questions, comments & suggestions from residents on any matter.
- 8 **To consider and approve payment of annual subscriptions**  
CALC membership £ 177.00

## 9 Planning

9.1 To consider planning applications: (*none*)

9.2 To note planning decisions: (*none*)

## 10 Highways

10.1 To update on existing issues:

- a) M6/A685 roundabout sponsored landscaping
- b) Parking at Old School Tea Room junction

10.2 To note any other highways, streetlighting or flooding issues.

## 11 Issues and Projects

11.1 To update progress on existing issues:

- a) J38 services boundary at bus stop
- b) Sports & play facilities – tennis court, MUGA and playgrounds
- c) Drains on Lowther Estate
- d) Overgrown brambles at playground
- e) Equipment for litter picks
- f) Footpath fence Low Lane to Churchyard
- g) Damage to Tebay sign entering south end of village
- h) Repairs to fence at Old Tebay swings
- i) Damage to grass verges by trotting
- j) BT poor reinstatement at recreation ground/ recycling centre

## 12 Internal Procedures

12.1 To review and adopt Standing Orders 2016-17

12.2 To review and adopt Risk Register 2016

12.3 To review and adopt the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act

## 13 Finance

13.1 To note receipts:

EDC precept and CTRS	£11,000
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13.2 To authorise payments:

Zurich Municipal: insurance premium	£394.26
Clerk's expenses	£46.53
SWH Tree Services	£1,365.00

## 14 Annual Audit

To note progress of Internal Audit

## 15 Correspondence & Consultations

To note correspondence list (*attached*), and agree any responses including the following consultations:

- Yorkshire Dales Local Plan examination April 2016 - further public consultation on Housing Development Boundaries and proposed modifications.

## 16 Clerk/RFOs Position

## 17 Dates of next meetings

To approve meeting dates for 2016/17 all to be held at 7.30pm as follows: 25<sup>th</sup> May 2016, 27<sup>th</sup> July, 28<sup>th</sup> September, 30<sup>th</sup> November, 25<sup>th</sup> January 2017, 29<sup>th</sup> March, 31<sup>st</sup> May 2017