

Tebay Parish Council

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

20th July 2016

Dear Councillor

You are summoned to an Ordinary Meeting of Tebay Parish Council to be held on **Wednesday 27th July 2016 in the Methodist Hall, Tebay at 7.30pm.**

Yours sincerely



Emma Greenshaw
Clerk to the Council

AGENDA

1 Apologies

To receive and consider apologies for absence

2 Minutes

To authorise the chairman to sign the minutes of the Annual Parish Council meeting held on 25th May 2016 ([Attached](#)) as a true record.

3 Declarations of Interest & Dispensations

To receive declarations by members of interests in respect of items on this agenda and to refer to dispensations.

4 Public Participation

To receive questions, comments & suggestions from residents on any matter.

5 Appointment of Clerk/RFO

To approve the appointment of Kimberley Lawson as Clerk and Responsible Financial Officer.

6 Planning

6.1 To consider planning applications: (*none at time of issue*)

6.2 To note planning decisions:

Granted: 16/0032 Change of use of land, siting of 4no holiday chalets, access, car parking and associated works; land to the west of Cross Keys, Mount Pleasant; Inn Collection Ltd

Granted: 16/0177 & 16/0178 (Listed Buildings consent) Demolition of modern extension to barn attached to Roundthwaite Farmhouse and construction of a single-bedroomed residential annex. Conversion of det. barn to holiday letting unit. Roundthwaite Farm, Mr Pickering

7 Highways

7.1 To update on existing issues:

a) M6/A685 roundabout sponsored landscaping – to consider applying for planning permission on behalf of the sponsors and to cover the application fee of £195 per sign (total £1,560) until reimbursed by the sponsors.

b) Parking at Old School Tea Room junction

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

8 Issues and Projects

8.1 To update progress on existing issues:

- a) J38 services boundary at bus stop
- b) Tennis court & MUGA
- c) Playground facilities
- d) Drains on Lowther Estate
- e) Damage to Tebay sign entering south end of village
- f) BT reinstatement

8.2 To consider new issues:

- a) 106 Partnership - To note update and consider a request from the 106 Partnership for a further £200 to support the bus service

9 Internal Procedures

To consider options for the Council to meet its obligations to publish information on a website.

10 Finance

10.1 To receive and approve accounts (*attached*)

10.2 To note receipts:

Bank Interest Mar-Jun	£1.15
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10.3 To authorise payments:

SWH Tree Services	£1,068.00
Clerk's salary (Apr-Jun)	£514.90
Clerk's salary (July)	£158.40
HMRC (PAYE Apr-Jun)	£128.00
HMRC (PAYE July)	£39.60
Cumbria Payroll Services	£14.00
Clerk's expenses	£131.89

11 Annual Audit

To note the audit was completed and the Annual Return submitted

12 Correspondence & Consultations

To note correspondence list (*attached*) and agree any responses.

13 Dates of next meetings

Next meeting will be on Wednesday 28th September at 7.30pm; subsequent meetings will be on 30th November, 25th January 2017, 29th March and 31st May 2017.



Emma Greenshaw
Clerk to the Council

20th July 2016