**TEBAY PARISH COUNCIL**

*Chairman – Adrian Todd, Honeypot House, Gaisgill*

*Clerk – Mrs. M. Longworth, Yew Tree Farm, Greenholme*

 *Email –* *clerk@tebaypc.org.uk*

*Phone 015396 24900*

 **ANNUAL GENERAL MEETING**

**NOTICE of the Annual General Meeting of the Parish Council to be held on Wednesday, 30th May 2018 at The Methodist Hall, Tebay at 7.30pm**

**1. To elect a chairman for the year ending 31.03.2019**

**2. Apologies for Absence**

**3. Minutes of the Meeting of 25th April 2018**

To approve the Minutes of the above Meeting

**4. To receive the Chairman’s Report for the year 2017/2018**

**5. Declarations of Interest and Dispensations**

To receive any declarations of pecuniary and non-pecuniary interests of members in respect of any item on this Agenda.

**6. Planning**

To consider application No. 18/0325 made to Eden District Council for permission to erect a two storey extension following demolition of an existing detached garage.

**7. Finance**

7.1 To approve and sign the Annual Governance Statement for the year 2017/2018

7.2 To approve and sign the Annual Accounting Statement for the year 2017/2018

7.3 To approve and sign the Certificate of Exemption. This is a new measure whereby parish councils can certify that their income is less than £25,000 per annum and thus are exempt from an external audit. **This requires a formal resolution of the Council.**

NB. The internal audit has been completed and signed off by the auditor.

7.4 To approve the following accounts for payment:

Michelle Brunskill – fee for internal audit £45.00

M. Longworth – salary for May 2018 140.00

HMPG – PAYE for May 2018 35.00
Cumbria Payroll Services – fees for May 2018 14.40

N.W. Arboricultural Services Ltd - fencing repairs to recycle centre 656.10

 - fencing repairs to tennis court 252.00

 - fencing and gate repairs to footpath 1886.70 - grass cutting for April and May 1578.00

**8. Progress Reports**

8.1 Highways and Rights of Way

Janet Allinson of Cumbria Constabulary has prepared letters asking people not to park on the pavements. She has not observed any such parking on visiting the area and has not, therefore, delivered any notices.

8.2 The request made by this Council to obtain permission to park on the verge of the road leading to the industrial estate was sent to the Operational Property Services Team of Network Rail on 1st May, but nothing further has been heard to date.

8.3 Footway Lighting. The transfer of the footway lighting from EDC is now moving forward and the clerk will report on the current position. There are 27 lights to consider, and the annual cost in terms of maintenance and electricity consumed is likely to be in the region of £1890.00 (£ 70.00 per light). The Parish Council will receive a subsidy from EDC for the first four years following the transfer, on a decreasing scale, and will then be responsible for the full cost from 1st May 2022.

**9. Correspondence**

An email has been received from Steve Marshall outlining the position with regard to the Speedwatch Scheme and the project to raise money for a speed awareness device. At the moment, approximately half the money needed has been raised. This Council has pledged a contribution of £500.00.

**10. Public Participation**

**11. Date and Time of Next Meeting**

The next meeting will he held on Wednesday, 27th June 2018 at 7.30pm at The Methodist Hall, Tebay.

M. Longworth

Clerk