



Arnside Parish Council

Clerk: Pete McSweeney

Cemetery Chapel, Silverdale Road, Arnside, Cumbria, LA5 0ER

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1st January 2024

Dear Councillor,

You are summoned to attend the Meeting of Arnside Parish Council to be held on Monday 8th January 2024 at 7.15p.m. at the Cemetery Chapel, Silverdale Road, Arnside.

Yours Sincerely,

Pete McSweeney

Parish Clerk

This is a public meeting. Members of the public can attend, and speak if they wish, under item 4(b).

- 1) **Apologies for Absence** -To receive and record with reason, any apologies for absence.
- 2) **Declaration of Interests** -To receive declarations of members of interests in respect of items on this agenda.
- 3) **Minutes of last Parish Council Meeting** - To authorise the Chair to sign, as a correct record, the minutes of the meeting held on the 11th November 2023 pages 19149 & 19150.
- 4) **Recruitment**
 - a) **Recruitment of RFO/deputy clerk** – To note that Caroline Caudwell has been appointed.
- 5) **Public Participation** (Items raised for decision will appear on the agenda for the next meeting)
 - a) **Westmorland & Furness Councillors' Report** To receive for information items relevant to the Parish.
 - b) **Matters raised by residents** Members of the public are invited to speak for a maximum of 3 minutes each. At the close of this item, members of the public will no longer be permitted to address the Council Members unless invited to do so by the Chair.
- 6) **Councillor Matters** - An opportunity for Councillors to raise minor matters, not on this agenda, on behalf of residents and for Clerk to read any emails received (*no discussion or decision 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.*)
- 7) **Cemetery**
 - a) To receive the monthly Cemetery report.
- 8) **Financial Report**
 - a) To consider the financial summary for January.
 - b) To consider the budget which will determine the precept for 2024/25
 - c) Update APC Financial Regulations re delegation of authority to approve invoice payment to 2 members of the finance committee.
 - d) Consider the recommendation from the Finance Working Group to purchase the Scribe accounting software package. Annual fee of £408 with a one-off set up cost of £249.
- 9) **Applications for Development**
 - a) Applications for development in the parish of Arnside to be reviewed by members via email. Comments to be submitted to the Local Planning Authority, Westmorland & Furness Council, by email. Due to the 21 day time limit on submitting comments, some responses may have been given before this meeting.

App. No.	Location	Proposal	Name	Deadline
2023/1020/FPA	WOODSIDE COTTAGE 135 SILVERDALE ROAD ARNSIDE CARNFORTH LA5 0ER	Demolition of existing 2 storey rear extension, erection of a replacement single storey rear extension, loft conversion with the installation of 4 heritage style roof lights on the rear pitch, internal and external alterations	Mr & Mrs Winder	9/1/2024

10) To Consider Update to APC Standing Orders – Cllr Punnett to recommend item 3x be changed from 3 hrs to 2hrs

11) Approve Updated FoI and Record Management Policy documents – Cllr Punnett

12) To consider signing the Memorandum of Understanding from W&FC regarding sign on verge on B5282

13) For the approval of the cost of £120 for the Gardening for Wildflower launch event on 17th Jan 2024 at the Education Institute, Arnside. – Cllr Porter

14) Review of Action List – Cllr Punnett

15) PART 2 – Members of the press and public to be excluded.

a) **To consider a proposal from the Housing Project Team** – Cllr Punnett

16) Date of Next Meeting – To confirm the date of the next meeting as Monday 12th February 2024. Items for the agenda should be submitted to the clerk by Friday 2nd February, and finance items to the RFO by the same date.