

Cowling Parish Council

Clerk: - A Mallinson, 9 Roeburn Close, Bradford BD6 3EF. Tel. 07971 274785

28th February 2017

To members of the council. You are hereby summoned to attend the meeting of Cowling Parish Council, to be held on Monday 6th March 2017 at 7.00pm at Saint Andrews Church for the purpose of transacting the following business.

A Mallinson (Clerk to the Council)

Members of the public may address the council prior to the meeting. (Maximum total time allowed of **15 minutes**), but may not speak when the council is in session unless invited to do so by the chairman.

Recording is allowed at Parish Council meetings which are open to the public, please give due regard to the Council's protocol on audio/visual recording and photography at public meetings, a copy of which is available to download from the web site. Anyone wishing to record is asked to contact, prior to the start of the meeting, the clerk whose details are on the agenda. We ask that any recording is clearly visible to anyone at the meeting and that it is non-disruptive.

AGENDA

- 1. Apologies:** to consider apologies for absence from members
- 2. Disclosures of Interest**
 - (a) To record any Councillors disclosable pecuniary interests (DPI) in relation to items on this agenda. Councillors are to declare any disclosable pecuniary interests that they may have in items appearing on this agenda (section 30 (3) Localism Act 2011, appendices A and B)
 - (b) To receive, consider, decide and record Councillors requests for DPI dispensation (section 31 Localism Act 2011) in connection with items on this agenda. (Applications for this must be made in writing to the clerk prior to the meeting)
- 3. Minutes**

Recommendation: To accept the minutes of the Parish Council Meeting held on the 6th February 2017.
- 4. Clerk and Lengthsman report on actions taken**

A verbal update will be given at the meeting
- 5. Reports from invited guests**
- 6. To appoint the internal auditor for the 2016/17 accounts**

The appointment is made annually by the Parish Council for the inspection of the accounts and the financial control processes that the Council uses to ensure effective systems are in place.

Recommendation: That a suitable person or company is selected to be the internal auditor for this financial year.
- 7. To set the date, time and location of The Annual Parish Meeting**

(Clerk) The annual parish meeting has to be held between March and June every year where the Chairman gives an update on things that have happened over the previous year and to take questions from residents. The notice of this meeting is to be displayed giving 7 days' notice.

Recommendation: That the Annual Parish meeting takes place on **3rd April at 6.30pm** at Saint Andrews Church, followed by the normal Council meeting starting at **7pm**.
- 8. To set the date, time and location of The Annual Meeting Of The Council**

The Council has to meet in May to elect a Chairman and to allocate members to working groups and outside bodies.

Recommendation: That the annual meeting of the Council takes place on **8th May at 7pm** at Saint Andrews Church.
- 9. Recreational field drainage**

(Clerk) A verbal update on the site meeting with JBA consultants will be given.

Recommendation: That the Council notes the progress with a report by the consultants to follow as a future agenda item.

10. Recreational ground public meeting

Chair of the recreational ground working group, Mr G Devine, will give a verbal update on progress.

Recommendation: That the Council supports the efforts of the working group and looks forward to the outcome of the public consultation.

11. Finance

Recommendation: To agree the accounts for payment as tabled or presented at the meeting.

Payee	Cheque No.	Details	Amount
A Mallinson	201535	February wages	£413.91
S Mason	201536	February wages	£256.00
HMRC	201537	PAYE	£167.40
North Yorkshire County Council	201538	Inv 140000901 Anti-skid road marking on Gill Lane. Previously approved by the Parish Council	£1,091.33
ALCC	201539	Clerks membership of ALCC	£10.00
		Total	£1,938.64

12. Planning

(Any applications received by the clerk after publishing the agenda will be tabled at the meeting)

Planning Ref No.	Site Location	Brief Description of Proposal	Comments
22/2016/17554	Land adjacent to Nan Scar	New access in to field	

13. Verbal reports from working groups and committee reps

- a) Planning and Environment
- b) Residents Groups
- c) Recreation Ground Group
- d) Mapping and Assets
- e) Finance and Staffing (under standing order 66 it may be necessary to exclude the public)
- f) Festive lights
- g) Allotments

14. Correspondence (For information and to inform future agenda items)

15. Members community reports (For information only)

To accept reports of minor items from councillors and inform future agenda items

16. To agree and note the time and date of the next Parish Council Meeting

Recommendation: That the next meeting is to be held on Monday 3rd April 2017 at 7pm at Saint Andrews Church.