

**BURTON-IN-KENDAL PARISH COUNCIL**

[www.burton-in-kendal-pc.gov.uk](http://www.burton-in-kendal-pc.gov.uk)

**Clerk to the Council**

**Christine Davidson**

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14<sup>th</sup> May 2023

Members of the public are invited to attend the Annual Parish Council Meeting on Thursday 18<sup>th</sup> May 2023 at 7.30pm in Burton Memorial Hall.

**Yours faithfully,**

**Christine Davidson**

Clerk to the Council

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**AGENDA**

- 1. To elect a Chairman for the Council Year 2023/24**
- 2. To receive the Chairman's Declaration of Acceptance of Office as Chairman.**
- 3. To appoint a Vice-Chairman for Council Year 2023/24**
- 4. Receive Apologies for Absence.**
- 5. Receive declarations of interest and to consider applications for dispensation.**
- 6. To appoint Parish Council Representatives:**
  - a. Burton Education Foundation.
  - b. Burton Recreation Trust.
  - c. Memorial Hall Committee
  - d. Quarry Liaison Committee
  - e. School Governors.
  - f. Fireworks Working Group
  - g. Parking & Traffic Working Group
- 7. To assign responsibility to the following activities:**
  - a. Boon Town Playground.
  - b. Lengthsman Administrator.
  - c. Plain Quarry
  - d. Speed Indicator Device
  - e. PSiCA
- 8. Receive announcements by the Chairman.**
- 9. Open Forum**

Give Members of the public the opportunity to voice their concerns and offer suggestions

11. **Receive reports from District & County Councillors**
12. **To Review and Approve Risk Assessments and Internal Controls for 2023/24**
13. **To appoint a Councillor to Review Parish Council Asset Register**
14. **To appoint Internal Auditor**
15. **To approve Final Income and Expenditure Account for year ended 31<sup>st</sup> March 2023**
16. **To consider, agree and sign the Certificate of Exemption from External Audit or Limited Assurance Review.**
17. **Consider planning applications and formulate comments to the planning authority. Applications Received:**
  - a) **SL/2023/0215 Church Bank House, Main St Burton-in-Kendal**  
Convert unused storeroom and stable into residential annex
18. **Consider the bank balances and the Income and Expenditure Account, noting the receipt of the precept and Council grant £15826.18 and CIL payment of £1737.51**

Authorise payment of the following accounts:

a) Lengthsman's hours and expenses	£ 377.00
b) Clerk's Salary & Expenses	£ 387.80
c) BHIB Insurance Premium	£2409.09
d) Ashlea Landscapes (April Grass Cutting)	£ 285.53

18.

20. **Review and Update Outstanding Items**

No	Item	Reported by	Action	Status
1	Benches		CN	CN to arrange plinths for benches in Square
2	Parking & Traffic Working Group			Request for parking bays ongoing and to be chased up  Crossing – update due
3	Casual Vacancies			Editorial in BN
4	Picnic Benches	Clerk		Update: Timber ordered waiting a time slot to make the benches
5	Community Asset Register	Clerk		submitted
6	Coronation Commemorations			Awaiting further details of School Coronation Garden Project
7	Footway from Meadow Close to Post Office Lane			Update required

- 21.** To review Lengthsman's weekly logs on the Playground and to receive reports from Parish Councillors and the Clerk.
- 21.** To receive and, if necessary, action communications received (see below).
- 22.** Date of next meeting: The next meeting will be held in the Memorial Hall on Thursday 15<sup>th</sup> June 2023