

Askham and Helton Parish Council

c/o Rundale, Dufton, Appleby-in-Westmorland, Cumbria CA16 6DF
lakesclerk@icloud.com

Annual Parish Council Meeting

Tuesday, 31st May 2022 at 7.30pm
Askham and District Community Centre

Agenda

1. Election of Chairman
Chairman to sign Acceptance of Office
2. Election of Vice-Chairman and other Representatives
Vice-Chairman to sign Acceptance of Office
3. Apologies
To receive apologies and approve reason for absence
4. Declarations of Interest
 1. Register of Interests: Councillors are reminded of the need to update their Register of Interests
 2. To receive declarations by elected and co-opted members, of personal or prejudicial interests in items on this agenda
5. Minutes
To authorise the Chairman to sign the minutes of the Council Meeting held on 29th March 2022
6. Outcomes of actions from the last meeting
To receive information about outcomes of actions from the last meeting not appearing elsewhere on the agenda and to agree further actions if necessary
Queen's Jubilee
Footpath between Askham and Helton
Bus Shelter painting
Askham Fell Cattlegrid
7. External Meetings, District and County reports: Questions & clarifications
To receive a report on issues relevant to the parish. Each councillor may raise any queries concerning meetings attended externally
8. Public Participation/Open Session (15 minutes allowed)
The Chairman will invite residents to make representations on any item on this agenda or bring matters to the attention of the Council for consideration for inclusion in a future agenda
9. Parish Council Insurance
To approve renewal for 2022/23
10. Traffic Calming
To discuss ideas to address the speeding issue between Askham and Helton
11. Grass cutting tender for Askham and Helton
To decide on contractor and approve quotation
12. Parking signs and notices in Askham and Green Croft
To discuss and resolve signage
13. Financial Report
To receive an update on the finances of the council

14. Audit of Accounts

- To approve Annual Governance Statement 2021/22
- To review and note Internal Audit Report 2021/22
- To approve Accounting Statements 2021/22
- To approve Certificate of Exemption AGAR 2021/22
- To appoint an Internal Auditor for 2022/23
- To confirm bank signatories

15. Planning Applications:

7/2022/3061 Land North of Keld Farm, Askham CA10 2PG

Formation of an agricultural access track

7/2022/3059 Green View, Helton, Penrith CA10 2QA

Installation of a gazebo at the bottom of the garden which will measure 3.6m wide by 3m deep. It will have a pyramid roof, maximum height 3.17m.

T/2022/0076 Green View, Helton, Penrith CA10 2QA

Fell 1 apple, 1 pear, 1 cherry and 1 plum tree

T/2022/0075 Park View Cottage, Helton, Penrith CA10 2QA

Remove 2 silver birch and 1 multi stemmed elder (Tree 1, Tree 2 and Tree 3)

Acknowledge not consult

7/2022/3058 Askham Hall, Askham, Penrith CA10 2PF

Approval of details reserved by conditions 3,4,5,6,7,8,9,10,11,12,13,14, 18,19,20,21,22,23 on planning permission 7/2011/3129 (change of use for Askham Hall and curtilage buildings from private residence to 25 bed hotel, function venue, tearoom and associated facilities)

Decisions:

7/2022/3025 Brook House, Askham, Penrith CA10 2PG

Replacement of all four windows at the front of the house with white painted wooden framed sash windows that will have two rows of four double glazed panels. The appearance of the front will change slightly but become more in keeping with other buildings in Askham. GRANTED

16. Payments of Account

Clerk's wages and expenses March and April £539.52, HP Inks £6.66, Lowther Forestry £1884.00, CALC Subscription £148.64, C Leece £40, Askham and District Community Centre £1500.00, M Holt £83.71.

17. Correspondence

To receive and discuss items of correspondence that has arrived by mail/email other than those appearing elsewhere on the agenda

18. Items for the agenda, and dates of next meetings

Meeting Part II – confidential

Public and press are excluded from the meeting on agenda items below as they contain exempt information as defined in paragraph 3 of Schedule 12a of the Local Government Act 1972

19. Home Office Allowance

To approve Clerk/RFO home allowance as per HMRC guidelines

20. PAYE

To approve outsourcing payroll