# Askham and Helton Parish Council

c/o Rundale, Dufton, Appleby-in-Westmorland, Cumbria CA16 6DF

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**Parish Council Meeting**

**Thursday, 28th March 2024 at 7.00pm**

**Askham and District Community Centre**

# Agenda

1. Apologies

To receive apologies and approve reason for absence

2. Declarations of Interest

i. Register of Interests: Councillors are reminded of the need to update their Register of Interests

ii. To receive declarations by elected and co-opted members, of personal or prejudicial interests on items on this agenda

iii. To receive requests for dispensation on items on this agenda

3. Minutes

To authorise the Chairman to sign the minutes of the Council Meeting held on 25th January 2024.

4. 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.

5. 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.

6. External Meetings, Unitary Council report, Councillor reports

To receive reports on issues relevant to the parish. Each councillor may raise any queries concerning meetings attended externally.

7. Potholes Askham Fell

To discuss potholes in the parish.

8. Permissive Footpath from Tirril to Askham

To receive an update and discuss any further action.

9. Parking in Askham

To discuss parking outside the Health Barn

10. D Day 80 Event 6th June 2024

To organise a working group of volunteers

11. Planning Applications:

**7/2023/3190 Lowther Castle and Gardens, Old Walled Garden, Lowther**

Construction of paths

**T/2024/0050 Castle Villa, Helton, CA10 2QA**

T1 Mature Lime – crown thin by a maximum of 30%. T2 – Mature Sycamore – crown thin by a maximum of 30%. T3 – Mature Redwood – crown thin by a maximum of 10%. T4 – Yew – crown reduce by 1 metre all around to improve shape.

12. Annual Review and adoption of Council Policies

To discuss and adopt Standing Orders, Appraisal Policy, Equal Opportunities Policy, Recruitment Policy, Sickness and Absence Policy, Training and Development Policy, Disciplinary and Grievance Policy, Privacy Notice, Publications Scheme, Grant Policy, Code of Conduct, Financial Regulations, Transparency Code, Dispensation Policy and form, GDPR Privacy Notice, SAR Policy and form, Health and Safety Policy, Retention of Documents Policy, Risk Management Policy, Risk Assessment, Complaints Procedure, Data Breach Policy, Communications Policy, Data Protection Policy, Freedom of Information Policy, Website Accessibility Statement, Pension Policy, Protocol on recording and filming of council meetings.

13. Financial Report

To receive an update on the finances of the Council.

14. Payments of Account

Clerk’s wages and expenses Jan & Feb, £636.48, CPSL £34.80, Hall Rent £16.00, ICO £35, Torches £48.07, Bedot Media £71.86, Laptop £500.00, SLCC Training £36.00.

15. Correspondence

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

16. Items for the agenda, and dates of next meetings and Annual Parish Meeting

Sandie Watson

Clerk and Responsible Financial Officer