

Ainstable Parish Council

Serving the villages of Ainstable, Croglin, Newbiggin, and Ruckcroft,
the communities of Dale and Longdales, and the surrounding farms and houses

Chairman: Nigel Vear,
Tel (01768) 896360 - chairman@ainstable.org.uk

You are hereby summoned to attend the Annual General Meetings of
Ainstable Parish Council and **Ainstable Millennium Green Trust**
to be held at Croglin Village Hall at 7:30pm on Tuesday 17th May 2016.

To be followed by the ordinary bi-monthly meeting of **Ainstable Parish Council**

Ainstable Parish Council AGM Agenda

1. To elect a Chairman for Council Year 2016/17.
2. To receive the Chairman's signed Declaration of Acceptance of Office.
3. To elect a Vice Chairman for Council Year 2016/17.
4. To receive Councillors' signed Acceptance of Office and Register of Interest form.
5. To discuss co-opting new councillors to fill any vacancies where necessary.
6. To receive apologies for absence.
7. To resolve to accept the minutes of the last AGM held on Tuesday 19th May, 2015 as a true record.
8. To appoint representatives to outside bodies.
9. To appoint committees and sub-committees.
10. To approve and adopt the Standing Orders and Procedures.
11. To approve and adopt the Financial Regulations.
12. To approve and adopt the Risk Assessment.
13. To approve and adopt the Asset Register.
14. To approve and adopt the list of Parish Land, and decide on land registration.
15. To approve the Statement of Governance for the financial year 2015/16.
16. To accept the internally audited accounts for the financial year 2015/16.
17. To approve the audit paperwork for the financial year 2015/16.
18. To appoint an internal auditor for the financial year 2016/17.
19. To approve and adopt an internal audit checklist for the financial year 2016/17.
20. To discuss matters relating to banking and finance:
 - a. To approve moving the bank accounts to Unity Bank.
 - b. To approve the adoption of online banking.
 - c. To approve the access and authorisation levels for different levels of user.
 - d. To approve the use of a pre-paid debit card for the Parish Clerk.
 - e. To approve a change of contact details for the COIF account.

Ainstable Millennium Green Trust AGM Agenda

22. To receive apologies for absence.
23. To resolve to accept the minutes of the last AGM held on Tuesday 19th May 2015 as a true record.
24. To receive a presentation of finances.

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25. Open Meeting - for discussion of matters of general parish concern (10 mins).

Parish Council Meeting

26. Declarations of interests.
27. To receive apologies for absence.
28. To discuss the co-option of a councillors for Newbiggin and Croglin.
29. To resolve to accept the minutes of the Ordinary Meeting on Tues 15 Mar 2016 as a true record.
30. To receive a report from County Councillor Robinson.
31. To discuss the Millennium Green Trust.
32. To discuss matters relating to banking and finance:
 - a. Approve the payment of Bills due
 - i. Jane Dawes, Internal Audit, £65
 - ii. TS Irving, repair of noticeboards, £312
 - iii. Ainstable Church Institute, hall hire, £137
 - iv. Nigel Vear, reimburse website hosting, £13.19
 - v. Howard Bellis, reimburse land registry fees, £6
 - vi. CALC, membership fees, £177
 - vii. Cumbria Payroll Services, £36
 - viii. Kimberley Lawson, salary & expenses for Apr/May 2015, £389.07
 - ix. Kimberley Lawson, salary for May/June 2015, £227.70
 - b. Approve payment to Lindsay Nicholson, £495
 - c. Approve the payment of Grants
 - i. Air Ambulance, £500
33. Reports from attendance at outside bodies.
34. To receive a report on crime in the Parish.
35. To discuss any Highways matters arising.
36. To receive a report on the development of Broadband in the parish.
37. To discuss the replacement programme for parish noticeboards.
38. To discuss the replacement programme for parish benches.
39. To discuss any matters relating to communications.

40. To consider planning applications made and other planning matters.
41. To consider correspondence received.
 - a. Email from the Community Warden regarding fly tipping at the old Quarry, Croglin
 - b. Letter about policing at Appleby Horse Fair
42. Points to be raised at the next meeting.
43. Date of the next ordinary meeting – Tues 19 July 2016.

Signed: *Kimberley Lawson*

Clerk to Ainstable Parish Council

10 May 2016