

# Scaleby Parish Council



Chairman: Cllr. Linda Thompson

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13th March 2019

**A Meeting of Scaleby Parish Council will be held on Wednesday 20th March 2019 at 7.30pm in the Village Hall, Scaleby.**

**This is a public meeting and all are welcome to attend.**

Yours sincerely

Sarah Kyle, Clerk to the Council

## Agenda

1. **Apologies for Absence**  
To receive and accept apologies for absence
2. **Request for Dispensations**  
The Clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest
3. **Declarations of Interest**  
To receive declarations by members of interests in respect of items on this agenda
4. **Minutes of the meeting of the Parish Council held on 23 January 2019**  
To receive and agree the minutes of the last meeting of the Parish Council
5. **Public Participation**
  - 5.1 To receive comments and representations from members of the public in relation to any item on the Agenda
  - 5.2 To receive representations from City/County Councillors
6. **Planning Matters**  
**19/0128 Scaleby Castle, Scaleby, Carlisle, CA6 4LN - Internal Alterations To Dining Room And Kitchen To Reconfigure The Layouts (LBC)**  
  
To consider the Parish Council response
7. **Administrative Matters**
  - 7.1 **Standing Orders and Financial Regulations**  
To consider a review of the above documents with no changes proposed to the financial regulations and updated standing orders
  - 7.2 **Internal Audit Documents**  
To consider adopting the updated documents and to review the effectiveness of the internal audit:
    - internal audit checklist
    - internal audit plan

- internal auditor terms of reference
- asset register
- risk assessment

### **7.3 Internal Auditor**

To consider the continuing appointment of Mrs P Cronin as internal auditor for the financial year 2018/19 and until further notice

### **7.4 Fidelity Insurance Guarantee**

To consider the adequacy of the above

### **7.5 Elections 2019**

To note the above and arrangements for nominations

### **7.6 War Memorial**

To consider correspondence from Historic England

## **8. Highways Matters**

To give an opportunity for Councillors to bring to the attention of the Clerk any new issues to be reported.

## **9. Financial Matters**

### **9.1 Statement of Accounts to 28th February 2019**

To receive and note the statement of accounts to date and the reconciled bank balance

### **9.2 Clerk's Salary**

To consider agreement of implementation of the new National NJC pay scales, effective 1 April 2019 with a £49.92 increase annually

### **9.3 Donation Requests**

To consider a donation request from the Great North Air Ambulance

### **9.4 Payments** - to resolve to approve payments detailed in the schedule and to note the reconciled balances at bank

### **9.5 Receipts** - to note the receipt of £336 from GLL for the summer play days

## **10. Councillor Matters**

An opportunity for Councillors to raise issues on behalf of residents. *Note: no decisions can be made on these matters but they may be placed on a future agenda of the Council.*

## **11. Correspondence**

To receive a schedule of correspondence, notices and publications received since the last meeting:

- Great British Spring Clean Information - Carlisle City Council
- Solway Aviation Museum - Save the Date Notification
- CALC February/March Newsletter
- Cumbria Constabulary February Newsletter
- CPCA Grant Application Pack

## **12. Date of Next Meeting**

To resolve that the Annual Meeting of the Parish Council will take place on 15th May 2019 in Scaleby Village Hall.

The Annual Meeting will directly follow the closure of the Annual Parish Meeting which will begin at 7.30pm.