

ROCKCLIFFE PARISH COUNCIL

Chairman: Cllr. J Harper

Clerk: Andrea McCallum, 34 Aglionby Street, Durdar, Carlisle, CA1 1JP

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9th May 2016

The **Annual General Meeting** will take place on Monday 16th May 2016, following the **Annual Parish Meeting** at 7:15 p.m.

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

Andrea McCallum

Clerk to the Parish Council

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AGENDA

1. **Election of Chairman for year 2016/17**
The successful nominee will sign the Declaration of Acceptance of Office form.
2. **Election of Vice-chairman for year 2016/17**
3. **Apologies for absence**
4. **Declarations of Interest & Requests for Dispensations**
Members to be invited to declare any interest in any item on this Agenda.
5. **Minutes of Meetings**
To receive and agree the minutes of the meetings held on the 21st March 2016.
6. **Public Participation**
Members of the public are invited to address the meeting in relation to matters on the agenda.
7. **Clerks Report**
8. **Planning Matters**
 - 8.1 **To Consider New Applications**
16/0315 **Land adjacent to Waverley, Station Road, Harker** – erection of 1no. dwelling;
16/0377 **10 Lonning Foot, Rockcliffe** – erection of single storey and first floor extensions to provide porch to front elevation, dining and kitchen area to rear elevation and sitting room to side elevation on ground floor with 1 no. en suite bedroom above (revised application).
 - 8.2 **To Consider Permission Notices Received**
16/0189 **Rockcliffe Cross Farm, Rockcliffe** – removal of condition 4 (lagoon construction details) of previously approved permission 15/0646.
9. **Correspondence**
No items of correspondence have been received since the last meeting.

10. Financial Matters

10.1 Approve Payments

A McCallum - Salary for May/June £274.82 (D/D)
A McCallum re-imburement of £56.41 (Chq No. 79)
A McCallum – Salary for November 2015 £147.41 (Chq No. 80)
HMRC - PAYE April/May - £30.80 (Chq No. 81)
CALC - Annual Subscription 2016/17 - £214.00 (Chq No. 82)
Zurich Municipal - Insurance 2016/17 - £251.85 (Chq. 83)
J Airey – Internal audit fee 2015/16 - £41.20 (Chq. 84)
Envirocare Maintenance Solutions Ltd – grass cutting April 2016 - £74.40 (Chq. 85)

10.2 Financial Statement

Opening balance 1st April 2016	4,157.56
Income to 30th April 2016	4,173.53
Expenditure to 30th April 2016	<u>0.00</u>
Bank reconciliation at 30th April 2016	<u>8,331.09</u>

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10.3 Income Received

Precept payment of £4,000 and VAT repayment of £173.53 has been received.

10.4 Accounts to the year ended 31st March 2015

To approve:-

- Accounts 2015/16
- Budget Summary 2015/16
- Report of the Internal Auditor 2015/16.

10.5 Audit Commission Annual Return 2016 - to approve the statement of assurance and authorise the Chairman to sign the annual return for y/e 31st March 2016.

11. Village Matters

11.1 Rockcliffe Community Centre

To consider the re-claiming of VAT on behalf of the centre, given the response received from the HMRC.

11.2 Blencarn Park – Tree Seat

To consider the purchase of a circular tree seat.

12. Councillor Matters

Opportunity for Cllrs to raise issues of concern or matters raised by residents in the ward.

13. Date of Next Meeting

Scheduled to be held on Monday 18th July 2016.