

**Minutes of a meeting of Crosthwaite and Lyth Parish Council**  
**ANNUAL MEETING including the ELECTION OF OFFICERS**  
**held in the Parish Rooms, Crosthwaite on Monday 06 May 2019 at 7.00pm**

MEMBERS PRESENT

Cllr Robert Sykes (retiring chair), Cllr Evelyn Brookes, Cllr Matthew Dobson, Cllr Mary Harkness, Cllr Bruce Worsley

**1. Election of Chairman**

- a. Proposals and seconds
  - i. Robert Sykes (MH prop MD sec)
- b. Vote
  - i. All councillors in favour
- c. Acceptance of office
  - i. Cllr Sykes accepted the office

**2. Apologies**

- a. Cllr Roger Smith, Cllr Tracy Johnson

**3. Election of Vice Chairman**

- a. Proposals and seconds
  - i. Bruce Worsley (RSy prop MH Sec)
- b. Vote
  - i. All councillors in favour
- c. Acceptance of office
  - i. Cllr Bruce Worsley accepted the office

**4. Procedures and Working Committees**

- a. Off Road Walkway Working Committee
  - i. It is **proposed** to continue with this Working Committee under the chairmanship of Cllr Roger Smith

The Council **RESOLVED** to accept the proposal

- b. Neighbourhood Plan Steering Group
  - i. It is **proposed** that this advisory working group continues

The Council **RESOLVED** to accept the proposal

- c. No other Working Committees
  - i. It is **proposed** that there are no other working committees at this time and that all matters come before the Council

The Council **RESOLVED** to accept the proposal

**5. Councillors remuneration**

- a. To discuss and vote on payment of Councillors expenses
  - i. It is **proposed** that councillors may claim reasonable expenses for attending courses, but not for attending Council meetings.

The Council **RESOLVED** to accept the proposal

## 6. Property

- a. The Clerk confirms that the following assets are held by the Council :-
  - i. The Quarries as listed
  - ii. The Parish Room

This was **agreed** and the clerk confirmed the estimated value of £131.500

## 7. Planning

- a. It is **proposed** that that all planning applications come before the Council; and that in the instance of applications, where comments due date do not meet council meetings then the decision is delegated to the Chairman or Vice Chairman, after consultation with all available councillors, and then notified to the Clerk.

The Council **RESOLVED** to accept the proposal

## 8. Standing Orders and Financial Regulations

- a. It is **proposed** that the Standing Orders and Financial Regulations, which have been circulated to councillors prior to this meeting, are accepted,

The Clerk confirmed that these were the same Standing Orders as circulated in June 2018. The Council **RESOLVED** to accept the proposal

## 9. Insurance

- a. The Council confirms that there is adequate insurance cover in place for the coming year

The Clerk confirmed that insurance is in place.

## 10. Risk Assessment

- a. It is **proposed** that the risk assessment, as circulated to councillors prior to this meeting, is accepted

The Council **RESOLVED** to accept the proposal with an update due in the coming weeks with regard to tree.

## 11. Freedom of Information Statement

- a. It is **proposed** to accept the Freedom of Information Statement already circulated to Councillors

The Council **RESOLVED** to accept the proposal

## 12. GDPR

- a. It is **proposed** that the Clerk continues at the Data Protection Officer and that updates will be provided to the Council throughout the year.

The Council **RESOLVED** to accept the proposal

## 13. Complaints Procedure

- a. It is **proposed** to accept the Complaints Procedure already circulated to Councillors

The Council **RESOLVED** to accept the proposal

**14. Proposed meeting dates for 2018/19**

- a. Tuesday 21 May 2019, Annual Parish Meeting
- b. Tuesday 04 June 2019
- c. Tuesday 02 July 2019
- d. Tuesday 03 September 2019
- e. Tuesday 01 October 2019
- f. Tuesday 05 November 2019
- g. Tuesday 03 December 2019
- h. Tuesday 04 February 2020
- i. Tuesday 03 March 2020
- j. Tuesday 07 April 2020
- k. Tuesday 05 May 2020 Annual Meeting incl Election of Officers, and Monthly Meeting
- l. TBA (Annual Parish meeting)

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CLr Robert Sykes (Chairman) Dated :- 04 June 2019

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