

**Minutes of the meeting of Crosthwaite and Lyth Parish Council**  
**ANNUAL MEETING including the ELECTION OF OFFICERS**  
**held in the Parish Rooms, Crosthwaite on Tuesday 01 May 2018 at 7.00pm**

MEMBERS PRESENT

Cllr Robert Sykes (residing chair), Cllr Evelyn Brookes,  
Cllr Matthew Dobson, Cllr Bruce Worsley

**1. Election of Chairman**

- a. Proposals and seconds

Cllr Robert Sykes **proposed** by Matthew Dobson **seconded** by Bruce Worsley  
There were no other proposals

- b. Vote

3 for and 1 abstain

- c. Acceptance of office

Cllr Robert Sykes was elected as Chairman for the coming year and he **accepted** the office

**2. Apologies**

Cllr Mary Harkness, Cllr Roger Smith

**3. Election of Vice Chairman**

- a. Proposals and seconds

Cllr Bruce Worsley **proposed** by Eve Brookes and **seconded** by Matthew Dobson  
There were no other proposals

- b. Vote

3 for and 1 abstain

- c. Acceptance of office

Cllr Bruce Worsley was elected as Vice Chairman for the coming year and **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

**Proposed** by Matthew Dobson, and **seconded** by Bruce Worsley

The proposal was **agreed**, with 4 votes in favour

- b. 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

**Proposed** by Matthew Dobson and **seconded** by Bruce Worsley

The proposal was **agreed** with 4 votes in favour

**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.

**Proposed** by Bruce Worsley and **seconded** by Matthew Dobson

The proposal was **agreed** with 4 votes in favour

**6. Property**

- a. The Clerk confirms that the following assets are held by the Council :-

- i. The Quarries as listed  
ii. The Parish Rooms

The Clerk confirmed that this is the case.

## 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 councillors, and then notified to the Clerk.

The proposal was amended to read '**all available councillors**' and **agreed** with 4 votes in favour.

## 8. Insurance

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

Confirmed by the clerk

## 9. Freedom of Information Statement

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

**Proposed** by Eve Brookes and **seconded** by Bruce Worsley

The proposal was **agreed** with 4 votes in favour

## 10. GDPR

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

**Proposed** by Eve Brookes and **seconded** by Matthew Dobson

The proposal was **agreed** with 4 votes in favour

## 11. Complaints Procedure

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

**Proposed** by Eve Brookes and **seconded** by Matthew Dobson

The proposal was **agreed** with 4 votes in favour

## 12. Proposed meeting dates for 2017/18

- a. Tuesday 08 May 2018, Annual Parish Meeting
- b. Tuesday 05 June 2018
- c. Tuesday 03 July 2018
- d. Tuesday 04 September 2018
- e. Tuesday 02 October 2018
- f. Tuesday 06 November 2018
- g. Tuesday 04 December 2018
- h. Tuesday 05 February 2019
- i. Tuesday 06 March 2019
- j. Tuesday 02 April 2019
- k. Tuesday 07 May 2019 Annual Meeting incl Election of Officers, and Monthly Meeting
- l. TBA (Annual Parish meeting)

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Cllr Robert Sykes (Chairman)

Dated :- 05 June 2018