

# QUERNMORE PARISH COUNCIL

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To : All Parish Councillors

2<sup>nd</sup> May 2020

RBA/QPC/114

Dear Councillor,

The Annual Parish Meeting of Quernmore Parish Council will be held on Monday 11<sup>th</sup> May 2020 at 7.30 via ZOOM. The Agenda is set out below

Yours Sincerely

Clerk to the Council

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## AGENDA

20/114 APOLOGIES FOR ABSENCE (if any)

20/115 ELECTION OF OFFICERS

The following vacancies are to be filled :-

- a) Chair - ( presently Cllr G Kelsall )
- b) Vice-Chair - ( presently Cllr J Townley )
- c) Representatives to LAPTC - the Chair and Vice-Chair
- d) Responsible Financial Officer - ( presently the Clerk.)

20/116 OPEN SESSION

20/117 MINUTES

The Minutes of the previous Parish Council meeting will be submitted for confirmation as a correct record

20/118 MATTERS ARISING

20/119 POLICE AND COMMUNITY TOGETHER

## 20/120 AUDIT 2020

The Audit this year is being conducted by **PKF Littlejohn** and we are able to certify ourselves exempt from their review and only need to complete the paperwork and publish it on our website before 1<sup>st</sup> July 2020.

## 20/121 RISK ASSESSMENT

As part of the Annual Audit we must consider and minute that all risks to the Council have been reviewed and adequately insured against

## 20/122 ANNUAL GOVERNANCE STATEMENT

The Annual Governance Statement needs to be completed and approved by the Council

## 20/123 ACCOUNTING STATEMENT

The Annual Accounts will be presented by the Clerk.

The Accounting Statements require to be approved by the Council and the Audit Forms signed.

Mr Bonnett has acted as Internal Auditor

## 20/124 GRANTS

Grant applications have been received from the following organisations and will be considered :- St Peter's Church, Quernmore Methodist Church and Quernmore Recreation Club

## 20/125 FINANCIAL MATTERS

The precept (£ 3,200) has been received and banked.

The Balance remaining is £ 3,817.94

Authority is requested for the payment of :-

Tax on Clerks Salary	£	200.00
Clerk's Salary (£ 1,000 less Tax paid )	£	800.00
Clerk's Office Allowance	£	275.00
Clerk's Expenses	£	20.00
LALC Subscriptions	£	102.95
Quernmore Methodist Church – Use of room for meetings	£	
Grants		

## 20/126 PLANNING MATTERS – The following are reported

18/00643/CU Crook O'Lune Caravan Park - Change of woodland to site 20 extra caravans  
Pending

19/00771/FUL Moorside Farm – Demolition and replacement Dwelling Pending

19/00772/OUT Moorside Farm – Change of Use of Barn to Dwelling Pending

19/01544/FUL Old Parkside Farm – Access track etc	Refused
19/01561/FUL Three Mile Cottage – Garage and extension	Permitted
19/01518/FUL Burnside – Integration of Barn into the dwelling	Permitted

20/127 DISTRICT COUNCILLORS REPORTS

20/128 DOCUMENTS & CORRESPONDENCE RECEIVED

20/129 ITEMS INTRODUCED BY MEMBERS (if any)

20/130 DATE OF NEXT MEETING

If the usual pattern is followed the next meeting will be held on Monday the 12<sup>th</sup> October 2020 at 7.30 pm.