**ORTON PARISH COUNCIL**

**NOTICE of a Meeting to be held on Monday, 21st May 2018 at**

**The Market Hall, Orton at 7.30pm**

**A G E N D A**

***This is the Annual General Meeting of the Parish Council. There will be an initial presentation by Mr. David Evans of the Friends of the Lake District on the Westmorland Dales Hidden Landscape Project.***

**1. Apologies for Absence**

**2. Declarations of Interest**

Councillors must declare if they have any personal or prejudicial interest in any item on this Agenda.

**3. Minutes of the Meeting of 23rd April 2018**

To approve the Minutes of the above Meeting.

**4. Election of the Chairman for 2018/19**

**5. Election of the Vice Chairman for 2018/19**

**6. Public Participation**

**7. Planning**

7.1 Application No. E/11/9A (Yorkshire Dales National Park Authority) The Old Corn Mill, Orton. The application to remove permitted development rights was refused.

7.2 Application No E/11/26 (Yorkshire Dales National Park Authority). An application for full planning permission for the subdivision of the property at Acres, Raisbeck to create two separate dwellings. The papers can be viewed at [www.yorkshiredales.org.uk](http://www.yorkshiredales.org.uk).

**8. Finance**

8.1 Members are asked to approve the Annual Governance Statement 2017/18, the Accounting Statement 2017/18 and to certify that the turnover of the Parish Council does not exceed £25,000 per annum. Under new rules, parish councils whose turnover is less than £25,000 are exempt from an external audit.

N.B. A formal resolution is required to this effect.

The following accounts are due for payment:

L. Potter – salary for May 2018 £250.35

M. Longworth – salary for May 2018 140.00

HMRC – PAYE for May 2018 97.60

M. Longworth – ink for printer 10.77

M. Longworth – stamps 5.80

**9. Payroll**

The Clerk has been operating a payroll for herself and Lynne Potter. This involves returning the monthly salaries to HMRC, preparing payslips and certificates of deduction of tax, entering tax codes and preparing forms P60. This work takes the clerk about two hours per month. Cumbria Payroll Services will carry out this function at the cost of £14.40 per month, if members agree, thus enabling the clerk to spend more time on routine tasks, such as updating the financial regulations and standing orders of the Council.

**10. Play Area**

The fencing of the Play Area is in need of replacement. Councillor David Potter will report on estimates received for this work.

**11. General Data Protection Regulation**

A Privacy Notice has been entered on the Council’s website and the Data Protection Policy document has been circulated for approval.

**12. Speeding Signs on the approach to Orton**

The clerk will report the current position.

**13. Date and Time of Next Meeting**

The next meeting will be held on Monday, 18th June 2018 at 7.30pm at The Market Hall, Orton.

M. Longworth

Clerk

*N.B. The new website address is ortonpc-eden.org.uk*