

STANTON PARISH COUNCIL

Councillors are hereby summoned and members of the public are invited to attend the Annual Meeting of the Parish Council to be held on **Monday 18th May 2026** in Stainton Institute at 7.30pm for the purposes detailed in the following

AGENDA

1. APOLOGIES

To receive apologies for absence and approve the reasons

2. ELECTION OF CHAIR 2026/27

Acting Vice-Chair to chair the meeting until a new chair is appointed

Chair to sign Declaration of Acceptance of Office

3. ELECTION OF VICE-CHAIR 2026/27

Vice-Chair to sign Declaration of Acceptance of Office

4. MINUTES

To authorise the Chair to sign the minutes of the meeting held on 23rd March 2026 as a true record

5. REQUESTS FOR DISPENSATION

The Clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest

6. DECLARATIONS OF INTEREST

To receive declarations by elected and co-opted members of interests in respect of items on this agenda

(Members are reminded that it is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting)

7. APPOINTMENT OF NEW CLERK

To agree and sign the contract for the new Clerk

8. PUBLIC PARTICIPATION

Members of the public have an opportunity to make statements, ask questions or raise any matters relating to the parish

9. REPORTS

a) To receive any relevant matters from Cumbria Police including the Neighbourhood Policing Team updates for April and May 2026 (emailed to Cllrs.21/4/26 and 13/5/26 respectively)

b) To receive any relevant matters from the Westmorland and Furness Councillors

10. HIGHWAYS & FOOTPATHS

a) To receive an update re faults and problems reported

b) To report on further correspondence regarding the ford

c) To receive any report on speed limits within the village

d) To receive any Towpath / Canal update

11. TREES & WOODS

i) To receive any update

ii) To receive any update on the sale of the small piece of land near Underhelm Wood

12. PLANNING

a) To note that the following planning application has been **submitted** to W&FC and circulated to the members of the Council since the last meeting:

2026/0255/HOU Barn Cottage, Stainton

Two storey side and single storey rear extension and alterations to existing dwelling, replacement detached garage and new patio area

b) To note any planning applications received and circulated to members of the Council since publishing the agenda

c) To note that no planning applications have been notified as **approved** by W&FC since the last meeting

13. LITTER PICK

To discuss the litter pick on 28th March 2026

14. FINANCE

a) To note there has been the following receipts between meetings:

Westmorland and Furness Council – Precept 2026/27

£6,805.00

b) To note any receipts since publishing the agenda

c) To approve the schedule of payments for May 2026:

M R Richardson – Clerk's February, March and April Salary £1,206.89 less PAYE £241.20

plus expenses £101.70 (broadband/telephone/ use of home as office/photocopies/ postage) and motor expenses £39.60 (88 miles @ 45p)	£1,106.99
HMRC – PAYE re M R Richardson (less £29.00 overpaid)	£212.20
CALC – annual subscription 2026/27	£180.95
Jean Airey – internal audit	£93.00
Zurich Insurance - annual insurance to 31 st May 2027	£386.78
Stainton Institute – Hire of hall	£20.00

- d) To approve any payments due since publishing the agenda
- e) To review the sums insured under the insurance policy
- f) To approve the Receipts and Payments Account for the year ended 31st March 2026
- g) To receive the Internal Audit Report for the year ended 31st March 2026
- h) To complete the Certificate of Exemption from a limited assurance review
- i) To approve and sign the Annual Governance Statement 2025/26 (Section 1 of the Annual Return)
- j) To approve and sign the Accounting Statements 2025/26 (Section 2 of the Annual Return)
- k) To confirm the dates of the period for the exercise of public rights
- l) To note the reconciled bank balance at 30th April 2026 and the Chair to counter-sign the bank statement

15. POLICIES AND PROCEDURES

To note and confirm the existing Standing Orders, Financial Regulations, Complaints Procedure, Press / Media Policy, Code of Conduct and the procedure for handling requests under the Freedom of Information Act 2000

16. APPOINTMENT OF REPRESENTATIVES

District Association

17. CONSULTATION & FUNDING REQUESTS

None

18. MATTERS ARISING FROM PREVIOUS MEETING

None

19. CORRESPONDENCE

To note any other correspondence received and not included as part of an item on this agenda and decide upon any necessary action:

- i. Updates from CALC and W&FC – previously circulated to Cllrs
- ii. Any other items of correspondence

20. COUNCILLORS' ISSUES TO BE RAISED - *No discussions must take place on these matters but will be placed on the next Agenda*

21. TO NOTE ANY ITEMS FOR INFORMATION – *no decisions or action permitted*

22. DATE OF NEXT MEETING

To confirm the date and time of the next meeting of the Parish Council

Malcolm Richardson

Clerk to the Council

Old Barn Cottage, Borwick, Carnforth LA6 1JS

clerk@stainton-pc.gov.uk

13th May 2026