

Over Kellet Parish Council
Annual Meeting to be held on Tuesday 14th May 2019
at the Over Kellet Village Hall, commencing at 7.15pm

AGENDA

1. To receive apologies for absence
2. To confirm the Minutes of the last **Annual Meeting and Parish Assembly on Tuesday 15th May 2018**
3. To elect **Chair of the Parish Council** for the municipal year 2019-20
4. To elect **Deputy Chair of the Parish Council** for the municipal year 2018 – 2019
5. To sign **Declaration of Acceptance of Office of Chair**
6. To receive any changes to **Declarations of Interest of Parish Councillors**
7. To elect **officers and representatives on outside bodies and groups** for the municipal year 2018 – 2019
 - a. Trustees of Thomas Withers Charity
 - b. Lancashire Association of Local Councils
 - c. Quarry Liaison Committee
 - d. Village Hall Committee
 - e. Lengthsman liaison and Village Tidy Group
 - f. Twinning Association
 - g. Allotments Association
 - h. Emergency Planning Group
8. To receive **Chairman's Report for 2018/19**
9. To consider and approve **minutes of the meeting held on Tuesday 12th March 2019** (attached to the agenda)
10. To adjourn the meeting for a period of **public discussion** and to provide 'information only' updates on activities in recent weeks. (Note: Any matters needing a 'decision' will be considered as an agenda item at a future meeting).
 - a. Public discussion
 - b. Clerk's report on activities and correspondence since the last meeting
 - c. Members updates and reports since the last meeting, including:

1) LALC	2) Quarries	3) Village Hall
4) B4RN	5) Lengthsman	6) Other matters
 - d. Report of District and County Councillors
11. **Parish Plan.** To receive an update on measures taken to implement the Parish Plan.

12. To consider and comment on new **planning applications** received since the last meeting, as set out below (details previously circulated):

Application No:	Description
19/0053/TPO	Works to various trees. Capernwray Hall, Borwick Road, Capernwray. Deadline for comments 30th April 2019 - no comments submitted.
19/00412/FUL	Demolition of existing rear conservatory and erection of a single storey rear extension. Yew Tree Cottage, Kellet Road, Over Kellet. Deadline for comments 2nd May 2019 - no comments submitted.
19/00345/CU	Change of use of mixed use building comprising a ground floor shop (A1) with associated living accommodation over 2 floors (C3) to a dwelling (C3). The Cottage, The Green, Over Kellet. Deadline for comments 17th May 2019
19/00483/FUL	Erection of single storey extensions to the front, side and rear elevations. 2 Kirklands Road, Over Kellet. Deadline for comments 17th May 2019
19/00520/FUL	Erection of a two storey detached dwelling (C3) with associated access and installation of a package treatment plant. Land Adjacent to The Willows, Moor Close Lane, Over Kellet Deadline for comments 24th May 2019

13. To authorise payment of the following **accounts**:

Payee & Detail	£
Village Hall Committee – hire of hall, 09/04/19	14.00
BHiB Insurance – renewal premium 2019/20	502.65
Derek Whiteway, Parish Clerk’s Salary, April 2019	143.55
Derek Whiteway, Parish Clerk’s Expenses, April 2019 (comprising printing & postage £4.84, stationery £21.96, mileage £7.20 and materials for painting of kissing gates £195.60)	229.60
HMRC – PAYE April 2019	35.80
Mike Ashton (Lengthsman) – materials for refurbishment of village benches	64.99
Councillor Lauder – reimbursement re gift to Cllr Ward	tba

14. To consider **date and time of next meeting**.