All Members of Crosby Ravensworth Parish Council

Dear Councillor

You are hereby summoned to attend an Ordinary Meeting of Crosby Ravensworth Parish Council on the 9th May 22, to follow the Annual Meeting and Electors Meeting, which commence at 7:30pm at Crosby Ravensworth Village Hall to transact the business contained in the below agenda.

Kind Regards

Jayne Mitchell – Clerk – 27th April 22

**AGENDA**

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| **1** | **Welcome** | Welcome to tonight’s meeting. |
| **2** | **Apologies** | To receive and accept apologies and note the reasons for absence. |
| **3** | **Co-opting new Council member** | To discuss co-opting applicant to Parish Council. |
| **4** | **Declarations of Interest/requests for dispensation** | a. Register of Interests: Councillors are reminded of the need to update their register of interests  b. To declare any personal interests in items on the agenda and their nature  c. To declare any prejudicial interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the meeting for the relevant items)  d. To make any requests for dispensation |
| **5** | **Exclusion of press & public** | **Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)**  To decide whether there are any items of business which require exclusion of the press and public |
| **6** | **Minutes** | To sign and approve minutes from 4th April as a true record.  [Draft Minutes from 4 Apr CRPC Ordinary Meeting](https://crosbyravensworthparish.org.uk/wp-content/uploads/2022/04/20220404-CRPC-Draft-Minutes-4-Apr-22.pdf) |
| **7** | **Public Participation** | Any parishioner may speak on a matter of concern to the parish for a maximum of 5 minutes each (15 minutes in total). |
| **8** | **Chairman’s**  **Announcement** | None. |
| **9** | **Correspondence** | To note any correspondence received. |
| **10** | **Planning** | Planning Permission  [YDNP - E/03/65C](YDNP%20-%20E/03/65C)  [YDNP - E/03/65D/LB](https://planning.agileapplications.co.uk/yorkshiredales/application-details/37065) |
| **11** | **Queen’s Jubilee**  **Plans** | Update on plans and purchased for the Queen’s Jubilee celebrations. |
| **12** | **Standing Orders** | To discuss adopting amended [Standing Orders](https://crosbyravensworthparish.org.uk/wp-content/uploads/2022/04/20220414-Standing-Orders-CRPC-DRAFT-2022-2023.docx) |
| **13** | **Policy Documents** | To discuss adopting new Press, Media and Correspondence Policy.  [Press, Media and Communications Policy](https://crosbyravensworthparish.org.uk/wp-content/uploads/2022/03/20220316-CRPC-Press-Media-and-Correspondence-Policy.docx)  Periodic review of –  [Data Protection Policy](https://crosbyravensworthparish.org.uk/wp-content/uploads/2017/11/DATA-PROTECTION-POLICY-CRPC.pdf) [Freedom of Information Policy](https://crosbyravensworthparish.org.uk/wp-content/uploads/2017/11/FREEDOM-OF-INFORMATION-POLICY-CRPC.pdf)  [Financial Regulations](https://crosbyravensworthparish.org.uk/wp-content/uploads/2021/03/20201005-Financial-Regulations-55.20.pdf)  [Complaints Procedure](http://crosbyravensworthparish.org.uk/wp-content/uploads/2017/03/COMPLAINTS-PROCEDURE-CRPC.pdf) |
| **14** | **Risk Assessment** | To discuss adopting Risk Assessments for 2021/2022 (updated) and 2022/2023  [Risk register 2021 2022](https://crosbyravensworthparish.org.uk/wp-content/uploads/2022/04/20220310-Risk-Asessment-2021-2022.xlsx)  [Risk register 2022 2023](https://crosbyravensworthparish.org.uk/wp-content/uploads/2022/04/20220310-Risk-Asessment-2022-2023.xlsx) |
| **15** | **Asset register** | To discuss adopting Asset Register for 2021/2022 (updated) and 2022/2023  [Asset register 2021 2022](https://crosbyravensworthparish.org.uk/wp-content/uploads/2022/04/20220415-CRPC-Asset-Register-2021-2022.xlsx)  [Asset register 2022 2023](https://crosbyravensworthparish.org.uk/wp-content/uploads/2022/04/20220415-CRPC-Asset-Register-2022-2023.xlsx) |
| **16** | **Crosby Ravensworth Charities** | To discuss nomination for Charity representative from PC. |
| **17** | **Code of Conduct Training** | To discuss attendance at Code of Conduct Training (virtually) being held on following dates -   * 23 May 2022 6.30pm—8.30pm * 25 May 2022 1.30pm – 3.30pm * 6 June 2022 6.30pm—8.30pm * 8 June 2022 1.30pm – 3.30pm |
| **18** | **Finance** | * CALC membership subscription request - £177.53. * Police House Bathroom Repair. * Holly Cottage – To discuss establishing and authorisation of Trade Accounts and for Cllr Holroyd to act as signatory. * To authorise payment of £15 per Councillor for attendance at Code of Conduct training (as item 16). |