Tarleton Parish Council

Mr N Leadbetter - Clerk to the Parish Council
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19th July 2020

To Councillors: Mrs I Baybutt, Mr R Bryan; Mr S Bryan, Mrs R Evans, Ms L Forrest; Mr R H Latham; Mrs S Lockwood; Mr J Mee; Ms A Sutton and Mrs D Wareing

A Meeting of the Parish Council will be held on Thursday 23rd July 2020 at 2.30pm at the Pavilion, Carr Lane, Tarleton

You are hereby summoned to attend

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Agenda

1. To receive the Chairman's welcome and opening remarks
2. To receive apologies
3. To receive any declarations of interest
4. To consider and approve the minutes of the meeting of the Parish Council held on 9th March 2020

5. To receive **Clerk's report** (for information only) including:

6. **Financial matters**
   a) To receive a proposition that accounts now presented are paid forthwith
   b) To be advised of receipts to the Council's Bank Account
   c) To approve the Financial Statement to 31st March 2020
   d) Annual Rents – In view of the current Covid crisis and hence inactivity, Members are asked to resolve to agree a payment holiday of 12 months for the Football and Cricket Clubs who both pay fixed annual rents for the use of the facilities at Carr Lane

7. **Annual Internal Audit Report 2019/20**
   To resolve receive the report of the internal auditor. There were no matters arising.
8. **Annual Governance Statement 2019/20**
   As part of the Annual Audit for the year ending 31 March 2020 to resolve to authorise the Chairman and the Clerk to sign Section 1 Annual Governance Statement 2019/20
9. **Accounting Statements 2019/20**
   As part of the Annual Audit for the year ending 31 March 2020 to resolve to authorise the Chairman and the Clerk to sign Section 2 Accounting Statements 2019/20

10. Planning - To consider the weekly list of planning applications:

a) 2020/0403/FUL Mr& Mrs Whiteside - 16 The Beeches, Tarleton
b) 2020/0435/FUL Mr Dagnall - Marshalls Farm Middle Meanygate Tarleton

11. Woodland Management Plan

As part of the lease for Carr Heys Plantation Tarleton PC was required to undertake a woodland management plan. The Planning and Environment Department of STRI Group was commissioned by the Parish Council to prepare a woodland management plan for Carr Heys to enhance the woodland for biodiversity and recreational purposes.

Members are asked to resolve to adopt the plan as presented and proactively consider how the work schedule can be implemented.

12. Donation Request

The local Covid-19 Mutual Support Group, Hesketh Bank and Tarleton Helpers, is requesting a grant from Tarleton Parish Council in the sum of £300. Members are asked to resolve to agree the £300 donation to the Covid-19 Mutual Support Group, Hesketh Bank and Tarleton Helpers.

13. The Gravel Mere Brow

Traffic and parking problems. Cllr Evans to present the issues

14. Christmas Decorations

The Parish Council has set aside a budget of £7000. This is to include annual cost payable to Lancashire CC for erection of the lights (£1400) and Plantscape Ltd for the solar trees (£2500). A balance of circa £3000 is available to invest in new displays. Members are asked to resolve how they wish to progress this matter

15. Policies

Member are asked to resolve to adopt the following policies:

a) Scheme of Delegation
b) CCTV Policy
c) Data Breach Policy
d) Data Protection Policy
e) Subject Access Requests Policy
f) General Privacy Notice
g) Freedom of Information Policy

16. Date and location of the next meeting

Neil Leadbetter

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Clerk, Tarleton Parish Council