

MELMERBY PARISH COUNCIL

Email: melmerbypc@gmail.com

5th July 2023

You are hereby summoned to attend the Ordinary Parish Council Meeting of Melmerby Parish Council which will be held at Melmerby Village Hall (small meeting room), on **Wednesday 12th July 2023 at 7.30pm.**

Claire Rankin
Interim Parish Clerk

AGENDA

1. **Apologies for Absence** -To receive and accept apologies and note the reasons for absence.
2. **Declarations of Interest** – To receive all declarations of interest from members of the Council in respect of items on this agenda.
3. **Minutes** - To authorise the Vice Chair to sign minutes of the Ordinary Parish Council Meeting held on 10th May 2023 and the Extraordinary Parish Council Meeting held on 26th May 2023 as previously circulated.
4. **Exclusion of Press and Public (Public bodies Admission to Meetings Act 1960)** – To decide whether there any agenda items which require consideration for the exclusion of the press and public.
5. **Public Participation** - The Vice Chair will adjourn the meeting to allow members of the public an opportunity to speak.
6. **Westmorland and Furness Council** – To receive an update report from the Westmorland and Furness councillors.
7. **Parish Clerk Recruitment** – To receive an update on the Parish Clerk recruitment process.
8. **Annual Audit** – To approve the submission of the annual audit 2022/23.
9. **Highways** – To consider the following items and receive updates:
 - a) **20 mph speed limit proposal**
 - b) **Pot holes at the bottom of Gale Lonning**
 - c) **Secondary School bus drop off**
10. **North Pennines AONB** – To receive an update on the village information board.
11. **Defibrillator** – To consider the registration of the village defibrillator on the national database.
12. **Finance** – To approve payments as detailed in the RFO report.
13. **Correspondence** - – To acknowledge correspondence received as listed in the correspondence register.
14. **Date and Time of Next Meeting** – To approve the proposed schedule of meeting dates for 2023/24.

There will be an extraordinary Parish Council meeting held on Friday 21st July 2023 to consider the appointment of the Parish Clerk.

The proposed dates for the ordinary Parish Council meetings for 2023/24 are:

27th September 2023, 29th November 2023, 24th January 2024, 27th March 2024 and 22nd May 2024.

All parish council meetings are open to the public.