



Cllr and Clerk Sara Spillett
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**Parish Council meeting agenda 7:30pm 20 June 2018
Kettlewell Village Hall**

1. To note any apologies including Cllr Spillett (at work in London) and Cllr Quinn.
2. To note any declarations of interest
3. To agree the minutes of the Parish Council meeting held on 2 May 2018, noting a correction to point 7d. Ms Close offered to be the Council's Data Protection Officer, rather than RFO (see agenda item 7 below).
4. To agree actions, if any from correspondence received:
 - a. To identify options for spending a potential donation of £5,000 from the Mayfest Committee.
 - b. To note the playground will be closed 26 and 27 June to allow the installation of a new Smart Meter Communications Mast and Cabinet at the Telephone Exchange.
 - c. To note that Marsh Lounge, Scargill House has been included in the list of buildings of special architectural or historic interest (list entry number: 1454996).
5. To note the internal audit report and approve the Annual Return and supporting documents for 2017-18
 - a. To note the internal auditor's comments (see letter) and report on internal controls (page 4 of the Annual Return).
 - b. To review the effectiveness of internal financial control (two cheque signatories, reports on accounts to each meeting etc)
 - c. To certify the council as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. If this is not completed, a fee of £200 + VAT will need to be paid (to sign on page 3 of the Annual Return)
 - d. To approve the Annual Governance Statement (to sign page 5 of the Annual Return)
 - e. Approve the Accounting Statement (to sign page 6 of the Annual Return)
6. To receive a report on accounts and agree payment
 - a. On 15 June, Barclays Business Saver £9,310 and Community Account £100.
 - b. To note payment of previously agreed invoice for £178.30 to Hartlington Fencing - for playground fencing sundries. To pay the previously agreed £50 to Clare Smith for internal audit work and to agree to pay £49 to Smiths of Derby the VAT component of their bill paid in April.
7. To agree to appoint Ms Close as the Council's data protection officer, in order to meet the requirements of the General Data Protection Regulation.

8. To not the following planning applications have been conditionally approved:
 - a. C/46/132D The Lodge, Reservoir Road, Kettlewell. Full planning permission for first floor rear extension over existing single storey extension.
 - b. C/46/48J The Old Sheep Dip, The Green, Kettlewell Full planning permission for change of use of building to retail use; erection of extension to south elevation; insertion of rooflights and siting of Victorian style lamp post (part retrospective).
 - c. C/46/271 Land off Conistone Road, Kettlewell. Full planning permission for change of use of land from agricultural to agricultural/ equestrian.
 - d. C/46/116P Scargill House, Kettlewell full planning permission for alteration and selective demolition in conjunction with new build works, to alter and extend existing Christian residential and educational centre and creation of car park. (Email confirmation not yet received.)
 - e. C/46/82H Langcliffe House, Kettlewell. Full planning permission for erection of replacement conservatory and rooflights; demolition of section of boundary wall to allow better access; alteration of parking area and new garage door.
9. To note updates on matters arising from minutes:
 - a. Street lighting update, if any – Cllr Lister
 - b. Dog waste issues – Cllr Harvey
 - c. Football pitch fencing and play area gate repairs – Cllr Lister
 - d. Christmas tree lights estimate of costs – Cllr Parker
 - e. Mr Clark attending 4 July meeting – Cllr Spillett
 - f. Defibrillator sundries – Cllr Spillett
 - g. To confirm the rural crime survey was responded to – Cllr Harvey
10. Matters raised by the public for discussion at future meetings.
11. To note the date of the next meetings will be 4 July at 7:30pm in the Village Hall.