

Gosforth Parish Council

Clerk: Jacqueline Williams
2 Wells Cottages, Ravenglass
Tel: 01229 717551

7th May 2025

Dear Councillor

You are summoned to attend the Annual General Meeting of Gosforth Parish Council to be held on Wednesday 14th May 2025 at 7:30pm in Gosforth Library. This meeting follows the Annual Parish Meeting held at 7pm.

Yours sincerely,

Jacqueline Williams

Jacqueline Williams
Clerk to the Council

AGENDA

1. **Apologies for absence**
2. **Election of Chairman**
3. **To receive the Acceptance of Office of the Chairman**
4. **Election of Vice Chair**
5. **Councillor Administration/Co-option**

6. **To appoint the following Parish Council committees**
 - 6.1 Finance Committee
 - 6.2 Village Care, Car Park and Toilets

7. **To appoint to the following external groups:**
 - 7.1 Mid-Copeland Community Partnership
 - 7.2 Sellafield Sites Liaison Group
 - 7.3 Sellafield SSG (WC SSG)
 - 7.4 3-Tier Meetings
 - 7.5 CALC meetings (as necessary)

8. **To appoint to the following roles:**
 - 8.1 Highways (liaison and transport)
 - 8.2 Footpaths
 - 8.3 Parish Communications (Website, Parish Magazine)

9. **To appoint representatives as Trustees to:**
 - 8.1 Public Hall
 - 8.2 Playing Field

10. **To review/adopt Standing Orders and Policies**
 - 10.1 Standing Orders
 - 10.2 Retention of Documents Policy
 - 10.3 Data Protection Policy
 - 10.4 Data Breach Policy
 - 10.5 Press and Media Policy

11. Declarations of Interest

12. Minutes of the Parish Council Meeting held on 9th April 2025

To authorise the Chairman to sign, as a correct record, the minutes of the Meeting held on 9th April 2025 pages 248 - 251.

12. Public Participation/Open Session (15 minutes allowed)

The Chairman will invite residents to make representations on any item on this agenda or to bring matters to the attention of the Council for consideration for inclusion in a future agenda.

13. Cumberland Councillors Report

To receive for information items relevant to the Parish. (Items raised for decision will appear on the agenda for the next meeting.)

14. Planning Applications

14.1 Applications

14.2 Decisions

14.3 Other planning matters

15. Financial Records

15.1 To receive and note the Annual Internal Audit report 2024-25

15.2 To approve and sign the Annual Governance Statement 2024-25

15.3 To approve and sign the Accounting Statement 2024-25

15.4 To receive a bank reconciliation statement as of 30th April 2025.

15.5 To approve payments detailed on the schedule of payments for approval.

16. Geological Disposal Facility

17. Car Park and Public Toilets

18. Playground

19. Public Hall

20. NDA Properties

21. Connecting Communities

22. Parish Plan

23. Correspondence & Communications

24. Meetings

To receive reports from Councillors who attended meetings on behalf of the Parish Council.

25. Councillor Matters

An opportunity for Councillors to raise minor matters, not on this agenda, on behalf of residents.

26. Items in Camera

Items in camera are dealt with in private in accordance with The Public Bodies (Admission to Meetings) Act 1960.

26.1 Village Shop

26.2 Personnel

Date of the next meeting

To confirm the date of the next meeting scheduled for 11th June 2025 at 6.30pm.

Councillor Committee Appointments 2024-25

Finance Committee – Cllrs. Norman, Owens, Hatton, Unsworth and Atkinson

Village Care, Car Park & Toilets – Cllrs. Gray, Norman, Atkinson, Unsworth

Parish Plan – Cllrs. Owens, Unsworth, Atkinson, Gray

Appointments to External Groups

Mid-Copeland Community Partnership – Cllr. Atkinson

Sellafield Sites Liaison Group – Cllrs. Norman and Cllr. G. Hutson

Sellafield SSG (WC SSG) – Cllr. G. Hutson and Norman

3-Tier Meetings – Clerk to circulate correspondence – (query 2-Tier)

CALC meetings (as necessary) – Clerk to circulate correspondence.

Appointment to Roles

Highways – Cllrs. Gray and G. Hutson

Footpaths – Cllrs. Hatton and Plent

Parish Communications – Cllrs. Unsworth and G. Hutson

Appointments to Trustees

Public Hall – Cllr. Owens as Chair and Cllr. Atkinson

Playing Field – Cllrs. Hatton, Unsworth, Owens Plent and Norman

Other Appointments

Library – Cllr. E. Hutson