

## **BLAWITH & SUBBERTHWAITE PARISH COUNCIL**

Minutes of the AGM meeting held on  
Monday 11<sup>th</sup> May 2026  
Water Yeat Village Hall

**Present:** Cllr B Fox, Cllr M Giles, Cllr V Grant and Cllr M Kiziuk  
**Also present** C Adams (Parish clerk)

- 039/26 Election of Chair**  
**Resolved** for Mathew Kiziuk to take the chair for the 2026/27 year.
- 040/26 To receive the Chairman's dealation of office.**  
**Resolved** to receive Cllr Kiziuk signed Declaration of Acceptance of office.
- 041/26 To appoint a Vice Chair.**  
**Resolved** to appoint Cllr Mary Giles as vice chair for the 2026/27 year.
- 042/26 Apologies**  
**Resolved** to note there were no apologies.
- 043/26 Requests for Dispensations**  
**Resolved** to note that there were no requests for dispensations.
- 044/26 Declarations of Interest**  
**Resolved** to note there were no declarations of interest.
- 045/26 Minutes**  
**Resolved** for the Chair to sign the minutes of the meeting of the Council held on 16<sup>th</sup> March 2026 as a true record.
- 046/26 Public Participation**  
a) Cllr Suzanne Pender was not in attendance.  
b) Local police were not in attendance.  
c) A resident was in attendance and raised concern about speeding vehicles on the A5084.
- 047/26 Governing Documents and Polices**  
**Resolved** to note the following policies were reviewed and left unchanged:
- Financial Regulations
  - Standing Orders
  - Code of Conduct
  - Safeguarding Policy
  - Health and Safety Policy
  - Publication Scheme
  - Social Media Policy
  - Equal Opportunities Policy
  - Risk Management Policy
  - Risk Assessment
  - Dignity at Work
  - GDPR policy
  - Press and Media Policy

- Privacy Policy
- Delegation Scheme
- Co-option Policy
- Retention of Documents

**Resolved** to adopt the new IT Policy

**048/26 Subscriptions**

**Resolved** to renew the following subscriptions:

- ICO
- CALC
- Office 365

**049/26 Donations**

**Resolved** to make the following donations:

- Friends of the X112
- Crake Valley Magazine

**050/26 Calendar of Meetings 2026/27**

**Resolved** to approve the calendar of meetings for 2026/27

**051/26 Asset Register 2026**

**Resolved** to note the current Asset Register with total assets of £2685.

**052/26 Internal Audit 2025/26**

**Resolved** to note there were no issues arising from the internal audit.

**053/26 Annual Governance Statement 2025/26**

**Resolved** to approve Section 1 - Annual Governance Statements 2025/26.

**054/26 Accounting Statements 2025/26**

**Resolved** to approve and sign Section 2 - Accounting Statements 2025/26.

**055/26 Certificate of Exemption**

**Resolved** to approve the Certificate of Exemption- AGAR 2025/26 Form 2

**056/26 Training**

- Resolved** to note that CALC will do face-to-face training jointly with other parishes but they need one parish council to lead and receive the invoice for it. The pc will be willing to receive the invoice with other parishes making their contribution direct to Blawith and Subberthwaite pc.
- Resolved** to note there are no training requirements this month but to put training on the next agenda.

**057/26 Financial Matters**

a) **Resolved** to make the following payments:

CALC	£147.98
ICO	£ 47.00
Salary	£159.26 (Gross including WFH, June)
Salary	£159.26 (Gross including WFH, July)
Insurance	£214.00
HMRC	£ 15.81

Water Yeat Village Hall.	£ 30.00
Internal Audit	£135.00
Bank Charges	£ 7.00

b) To note the following receipt

Precept	£4181.00 (remittance received but its not yet in bank account)
HMRC VAT Refund	£63.60

- 058/26 Insurance**  
**Resolved** to note there is no increase in the insurance renewal and to stay with Zurick.
- 059/26 Community Governance Review**  
**Resolved** to note there is no update on the Community Governance Review.
- 060/26 20mph Limit**  
**Resolved** to note that the request has been assigned to a Highways team but the team have not been in touch with us yet. The clerk will chase this and include Suzanne Pender.
- 061/26 Community Resilience**  
**Resolved** to note a final minor amendment has been made. The plan is now ready to go on the website and to send out to residents.
- 062/26 Diana Memorial**  
**Resolved** to use the wording “In memory of Diana Rutherford’s valued contribution to the Community”.
- 063/26 Planning Applications (Planning applications can be viewed on the relevant authority’s website)**  
**Resolved** to note there were no planning applications for discussion this month.
- 064/26 Planning Outreach Program**  
**Resolved** to take part on the Outreach programme and to ask Lowick if they would like to do it jointly.
- 065/26 Westmorland & Furness 20mph Consultation**  
**Resolved** to respond to the Lowick section of the above consultation in support of the proposals At Lowick Green. Concerns regarding the speeding on the A5084 were also raised within the consultation which was completed online within the meeting.
- 066/25 Councillors Reports**  
Concerns were raised about speeding on the A5084.  
Concern was also raised about potholes.  
Request for highway signage to be on the next agenda.
- 067/26 Date of Next Meeting**  
To note that the next ordinary council meeting will be on 13<sup>th</sup> July 2026 at Water Yeat Village Hall.