

Barwick in Elmet & Scholes Parish Council

Annual meeting to be held on Monday 3 July 2023 at 7pm in the John Rylie Centre, Barwick in Elmet

AGENDA

1. **Apologies**
To receive apologies for absence and where requested consider approval of the reasons given for absence.
2. **Vacancies.** To note that notice of the vacancy in Scholes has been displayed, that the deadline for ten or more local government electors to submit a written request that this be filled by election was 7th June 2023 and that as there were no such requests, the Parish Council may fill this vacancy by co-option. To consider a resolution that Debbie Gilmore and John Hayton are co-opted to fill two of the vacant positions on the Barwick Ward
3. Public participation – a maximum of thirty minutes for members of the public to address the Parish Council.
4. To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interests
5. To **approve and sign the minutes** of the meeting of the Parish Council held on 5th June 2023.
6. To consider **Correspondence** received by the Clerk since the last meeting.
7. To receive the Action Tracker.
- 8 **Other Items**
 - 7.1 To consider a resolution that the newly co-opted Councillors are appointed to serve on either the Planning Committee or the Finance and General Purposes (F&GP) Committee.
 - 7.2 To consider a quotation for lighting for the defibrillator at Scholes
 - 7.3 To consider the purchase of additional topsoil in order to fill in the drainage channels on Scholes football pitch and to note volunteers had agreed to help to add topsoil to Scholes football pitch on 1st and 2nd July.
 - 7.4 To note that there have been volunteers for a proposed Hall Tower Field subcommittee and to agree who will call an initial meeting and who will chair it and to empower that subcommittee to determine terms of reference to be formally approved by the Parish Council.
 - 7.5 To consider a proposal that an inventory of items in the Pavilion is taken.
 - 7.6 To note that an application for a bench has been received and to approve the wording of the inscription.**Standing Agenda Items**
 - 7.7 Reports of meetings/training attended.
Yorkshire Local Councils Associations (YLCA) - Leeds branch meeting – 20th June 2023 – Cllr. Williamson.
 - 7.8 Pavilion MUGA usage report.
 - 7.9 Website report
 - 7.10 Safeguarding report.
9. **Planning Matters**
To note the decisions of the Planning Committee meeting of 12th June.
10. To consider the **financial issues** below
 - 10.1 Cash book and bank reconciliation for July. To note the switch of service provider for the Clerk's landline and the Pavilion Wi-Fi and the switch to Standing Orders for payment of the Clerk's salary.

- 10.2** Formal approval of invoices and payments to be made for August/September
- 10.3** To note that the Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return for The Year Ended 31 March 2023 was published and that these documents were available for inspection from 16th June to 27th July 2023 in the notice boards and on the website.

11. Crime Report/Police and Communities Together (PACT) meeting.

To receive a report of the meeting of 8th June.

12. Date of future meetings:

Parish Council – 4th September 2023, 7pm, Saint Philip's Church Hall, Scholes.

Planning Committee - 5th July 2023 Saint Philip's Church Hall, Scholes at 6:30pm.

Finance and General Purposes (F&GP) Committee – 10th July 2023 at 7pm in Scholes Sports Pavilion.

Planning Committee – 2nd August 2023 Miner's Institute, Barwick in Elmet at 6:30pm.

Note: The wording of agenda items to be submitted in writing to the Proper Officer at least ten clear days before a meeting.