

Barwick in Elmet & Scholes Parish Council

Annual meeting to be held on Monday 4 September 2023 at 7pm in Saint Philip's Church Hall, Scholes

AGENDA

1. Apologies

To receive apologies for absence and where requested consider approval of the reasons given for absence.

2. Public participation – a maximum of thirty minutes for members of the public to address the Parish Council.

3. To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interests

4. To **approve and sign the minutes** of the meeting of the Parish Council held on 3rd July 2023.

5. To consider **Correspondence** received by the Clerk since the last meeting.

6. To receive the Action Tracker.

7. Other Items

7.1 To consider a resolution that Cllr. Gilmore is appointed to serve on the Planning Committee and Cllr. Hayton on the Finance and General Purposes (F&GP) Committee.

7.2 To agree the terms of reference of the Hall Tower Motte and Bailey subcommittee and to agree membership of that subcommittee.

7.3 To note the decision of the Clerk under delegated authority to allow the fair to use Jack Heaps Field Monday 16th October Open Thursday 19th to Monday 23rd and vacate on Wednesday 25th October.

7.4 To note that a football team representing both villages has asked to use Scholes football pitch and Pavilion from September and to agree terms of hire and an appropriate level of annual rent. To note that the Clerk has obtained grant funding for 75% of the cost of a pair of goal posts and to agree payment of the balance.

7.5 To consider the report by Cllr. Hayton regarding Internal and External Communication.

7.6 To consider the replies to the Barwick playground consultation and the report summarising the responses.

7.7 To consider the need to purchase fire extinguishers, fire exit signs etc. for the Pavilion to ensure compliance with regulations.

7.8 To consider the quotations for Christmas Lights

7.9 To consider a recommendation of the Neighbourhood Plan Review Group that extension of the boundary of the Plan is not pursued.

7.10 To consider the purchase of software so that those wanting to book the Pavilion can "self-serve".

7.11 To consider a recommendation that the Clerk's heating and lighting allowance be increased to £6 a week in line with government recommendations and backdated.

Standing Agenda Items

7.12 Reports of meetings/training attended.

7.13 Pavilion MUGA usage report and to consider a proposal that key fob entry is suspended for a trial period of two months.

7.14 Website report

7.15 Safeguarding report.

8 Planning Matters

Report of Planning Applications responded to since the last meeting and to approve the draft minutes of the June meeting.

9. To consider the **financial issues** below
 - 9.1 Cash book and bank reconciliation for September noting that the money given to the PC for the new defibrillator in Barwick exceeds the actual cost by £255.05 and to consider what to do with the surplus.
 - 9.2 Formal approval of invoices and payments to be made for September/October 2023.
 - 9.3 To note that the annual Community Infrastructure Levy return has been submitted within the requested timescales (deadline 8th September).
 - 9.4 To consider a proposal that all Councillors have view-only access to the Lloyds bank account in the interests of Business Continuity.
10. **Crime Report/Police and Communities Together (PACT) meeting.**
To receive a report of the meeting of 20th July.
11. **Date of future meetings:**
Parish Council – 2nd October 2023, 7pm, John Rylie Centre Barwick in Elmet.
Planning Committee - 6th September 2023 Saint Philip's Church Hall, Scholes at 6:30pm.
Finance and General Purposes (F&GP) Committee – 11th September 2023 at 7pm in Scholes Sports Pavilion.

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