

Barwick in Elmet & Scholes Parish Council

Annual meeting to be held on Monday 2 October 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. 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 4th September 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 formal complaint made by a member of the public.

7.2 To consider a recommendation of the Finance And General Purposes (F&GP) Committee that with effect from April 2024 QuickBooks software is used instead of spreadsheets noting the additional cost of doing so.

7.3 To consider the quotations for Christmas Lights

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

7.5 To consider a recommendation of the F&GP Committee that the precept be increased by 10% for 2024/25.

7.6 To consider a recommendation of the F&GP Committee that the energy supply for the Pavilion be switched to Corona on a 36-month contract subject to this still being the best offer at the time of the meeting.

7.7 To consider a recommendation of the F&GP Committee that alternative room hire be considered to reduce costs.

7.8 To consider a quotation for clearing the growth of vegetation at the top of Richmondfield Mount.

7.9 To consider whether the Parish Council website should continue to have a directory of local businesses.

7.10 To note that the agreed changes to the draft contract for new football club have been implemented and to confirm that this will be signed.

7.11 To consider a quotation for removing the spoil on Scholes Sports pitch.

Standing Agenda Items

7.12 Reports of meetings/training attended

7.13 Pavilion MUGA usage report

7.14 Website report

7.15 Safeguarding report.

8 Planning Matters

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

9. To consider the **financial issues** below

9.1 Cash book and bank reconciliation for October

- 9.2 Formal approval of invoices and payments to be made for October/November 2023 and to consider the payment of the balance of the invoice for the repair of the sign in Barwick Village Hall car park.
- 9.3 To consider a payment of £300 to the Royal British Legion, under Section 137 of the Local Government Act 1972 in recognition of the Remembrance Day commemoration.
- 9.4 To note that the External Auditor has completed their checks and has found nothing of concern and that the Notice of Conclusion of Audit and Right to Inspect has been displayed on the website and in the notice boards.

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

11. Date of future meetings:

Parish Council – 6th November 2023, 7pm, Saint Philip’s Church Hall, Scholes.

Planning Committee - 4th October 2023 in Barwick in Elmet Miner’s Institute at 6:30pm.

Playing Fields Committee – 16th October 2023 in Barwick Miner’s Institute.

Finance and General Purposes (F&GP) Committee – 23rd October 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.