



## To Members of the Parish Council

You are hereby summonsed to attend a meeting of the Parish Council at **7.30pm on Tuesday 25 August 2020** via conference call, for the purpose of transacting the following business.

Members of the public are welcome to dial into the meeting. Details of how to do this follow this Agenda (on a separate page).

N Goonesinghe  
Clerk to the Parish Council  
20 August 2020

## AGENDA

1. **To receive apologies and approve reasons for absence (Clerk)**
2. **To receive any disclosures of interest from Councillors on matters to be considered at the meeting (Clerk)**
3. **To confirm the minutes of the Parish Council Meeting** held on 28<sup>th</sup> July 2020 as a true and correct record (DH)
4. **Crime & Security (Clerk)**  
To receive the crime report received from representatives of West Yorkshire Police
5. **Ratification of decisions made by the PC during the 2020 Coronavirus Lockdown period (Clerk)**  
To formally approve decisions made when the PC was unable to meet, for matters requiring action, as communicated by the Clerk to members via email (from 23.07.20 to 19.08.20) (Appendix 3)
6. **PC Website Accessibility Regulations 2018 & Website Statement (MO)**
  - a. To receive an update on the progress of the work required on the PC website and consider/agree any action required.
  - b. To agree the Accessibility Statement wording, or to delegate it to two members, so it can be added to the PC website by the deadline of 23.09.20 (a sample document is available on the .gov.uk website).
7. **Litter Picking (KD)**  
To consider having a litter pick on the side streets in Aberford (not Main Street), to coincide with the Great British Spring Clean scheduled to take place in September 2020, and discuss potential dates, LCC collection point(s) of full bags, purchasing equipment, and consider any other action required.
8. **Clerk's Home Working Allowance (RR/NGr)**  
To further discuss the home working allowance awarded to the Clerk and consider whether any change is appropriate (currently paid £18 per month; maximum payable £24 per month)
9. **Church Yard (PH)**  
To consider the option of assistance from the prison service to help tidy/maintain the church yard as part of their offenders' rehabilitation programme, and discuss any related matters, such as equipment required for example.
10. **Trees at Hook Moor (AH)**  
To discuss/consider tree safety works required to the wood north east of Hook Moor crossroads.
11. **Emptying of bins at Jubilee Field (AH)**  
To discuss the emptying of the bins at Jubilee Field and whether this can be done by LCC (currently done by the Chairman).
12. **Repairs to PC Noticeboard at St John's Garth (RR)**  
To consider whether the PC wishes to proceed with repairing the noticeboard at St John's Garth – quote received for a new backboard - £145 + VAT, plus installation costs.
13. **Christmas Lights (Clerk)**  
To consider the quote received from LCC for the 2020 Christmas Lights to be provided by the PC - £1,395 + VAT (previously circulated).
14. **Secretary of State Public Consultation: Planning for the Future White Paper (Clerk)**  
To consider whether the PC wishes to submit a response to the above consultation and, if so, to either agree the response at this meeting, delegate the action to two members, or defer to the next PC meeting. The deadline for submitting responses is 29.10.20 (information previously circulated).
15. **Village Hall Committee (Clerk)**  
To note Cllr Oakes has resigned from the Village Hall Committee.
16. **Website update to reduce spam emails (Clerk)**  
To consider the quote received from LazenbyBrown to add Google Recaptcha spam prevention on the PC website's contact form to reduce the number of spam emails received (£60 + VAT based on estimated 1 hour of time).

**17. Remembrance Wreath 2020 (DH)**

To **note** the letter from The Poppy Appeal informing the PC that no door to door collections will be done in 2020 due to COVID19, and to consider whether the PC wishes to receive a wreath for the War Memorial and make a donation for it.

**18. Finance (Clerk)**

- a. To note the balances in the Parish Council's accounts
- b. To approve the bank reconciliation as at 31.07.20 (Appendix 2)
- c. To approve the Accounts for Payment (Appendix 2)

**19. Matters for Information (Clerk)**

*Note: Reminder for members. This is strictly for brief information items and is not an opportunity for discussion or debate. Any such matters should have been raised with the Clerk and put on the agenda for this meeting or will go forward to a future agenda. No decisions to be made on any matters for information.*

**20. Planning Matters (Clerk)**

- a. To consider and comment on new planning applications/appeals (if any) (Appendix 1)
- b. To note the outcome of previous planning applications/appeals (if any) (Appendix 1)

**21. Future Agenda Items (Clerk)**

To note any future agenda items.

N Goonesinghe, Clerk to the Council

Appendices referred to in the Agenda are available on the Parish Council website or on application to the Clerk.

The Parish Council complies with the Mandatory Publication Scheme under the Freedom of Information Act. Information about the Council can be obtained from its website at: [www.aberford-pc.gov.uk](http://www.aberford-pc.gov.uk) or by contacting the Clerk.