



To Members of the Parish Council

You are hereby summonsed to attend a meeting of the Parish Council at **7.30pm on Tuesday 16 January 2018** at the Oriel Room, St Ricarius Parish Church, Aberford, for the purpose of transacting the following business.

Members of the public are welcome to attend the meeting.

N Goonesinghe
Clerk to the Parish Council
10 January 2018

AGENDA

- 1. To receive apologies and approve reasons for absence (DH)**
- 2. To receive any disclosures of interest from Councillors on matters to be considered at the meeting (DH)**
- 3. To confirm the minutes of the Parish Council Meeting** held on 19th December 2017 as a true and correct record (DH)
- 4. Crime & Security (DH)**
To receive the crime report from representatives of West Yorkshire Police
- 5. Public participation (15 minutes) (DH)**
Members of the public may, if invited by the Chairman to do so, speak with respect to any items on the agenda. Members of the public may not speak at any other time during the meeting unless expressly invited to do so by the Chairman
- 6. Neighbourhood Development Plan (NDP) (MO/RR)**
 - a. To receive an update on the NDP
 - b. To review the quote for £945.00 from Mr Mike Dando (Planning Consultant) to perform some mapping changes/reprint(s) for submission with the Plan to LCC so it/they more clearly pinpoint sites in the NDP area (quote previously circulated). The quote is based on an estimated 4.5 days work. Additional work will be charged at £41.00 per hour.
 - c. To consider whether the PC wishes to address Parlington in the Plan as a specific policy, or in a general policy encompassing the whole Plan area rather than specific locations within it (some notes from Cllr Mike Oakes regarding these options have been circulated to members prior to this meeting). The NDPMG recommends a general policy.
 - d. To **note** the minutes of the latest NDP Management Group (NDPMG) meeting (if any)
 - e. To **note** the PC has been granted an extension to the deadline for using the funds awarded by Groundwork/Locality to 28.02.18.
 - f. To decide any further action where necessary
 - g. To **note** the next NDPMG meeting date
- 7. Highways and Public Safety (Clerk)**
 - a. To **note** the Clerk submitted the PC's response to the proposed Planned Highways Maintenance Programme 2018-19 and list of works for 2019/20 and 2020/21 to LCC Highways Asset Management Department by the deadline of 12.01.18 (previously circulated).
 - b. To **note** the Clerk sent copies of the response to Ms Maria Akers - Lotherton Hall Estate Manager, Ms Beverley Kirk - LCC Cleaner Neighbourhoods Team, Mr Russell Martin - LCC Highways Department, Cllr Matthew Robinson, Alec Shelbrooke MP, and Cllr Ryan Stephenson, as well as posting the response on the PC's website.
- 8. Fields In Trust – Jubilee Field (RS/PH/MP/RR/DH)**
 - a. To receive an update on the progress of the application.
 - b. To consider which if the three schemes the PC wishes to opt for;
 - i. Centenary Fields Scheme
 - ii. Active Places Scheme (which provides £5k funding to support an activity programme)
 - i. Green Spaces for Good Scheme
 - c. To **note** the Deed of Dedication will include a usage clause (this can be drafted with input from the PC to ensure it isn't unduly restrictive for the intended use of the field).
- 9. Beckside Play Area (Clerk)**
To receive an update on the maintenance of the roundabout and consider any action necessary.
- 10. Benches Quote**
 - a. To review the quote from CA Brown to remove the two old benches on Main Street (by Highfield Road) and consider whether the PC wishes to proceed with the work
 - b. To consider whether the PC is happy for Cllr McCready to purchase a bench as a memorial to a loved one and donate it to the PC, who will be responsible for maintaining it, to replace one of the old benches

- c. To consider whether the PC wishes to replace the benches with two new benches or just one
- d. Dependant on the outcome of items a, b, and c above, to review the quote received from Glasdon for purchasing either one or two benches to replace the old ones, and consider whether the PC wishes to purchase any
- e. To consider the quote received from CA Brown to install the new bench(es) and decide whether to proceed with it (if applicable)

11. Website Security (Clerk)

To **note** an upgrade of the shared hosting platform for the PC's website will take place on 23.01.18. It will begin at 11am and last approximately 2-3 hours, during which time the PC's website and email accounts will be unavailable (although any emails received during that time will be stored and delivered once the upgrade is complete).

12. Budget & Precept for 2018/19 (Clerk)

- a. To receive an update on the budget for 2018/19 and discuss whether there are any specific items members wish to be considered for inclusion in the budget for 2018/19
- b. To discuss, consider, and agree upon the precept for 2018/19
- c. To decide who shall submit the precept return form on behalf of the Parish Council by the deadline of 09.02.18.

13. Working Advisory Groups (Clerk)

- a. To review the list of working advisory groups (previously circulated) which has been updated following members' requests to join/leave groups
- b. To consider whether any further changes are required
- c. To approve the list for sign off if all members are satisfied no further amendments are required.

14. 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)
- c. To consider and to note planning enforcement matters (if any)

15. Finance (Clerk)

- a. To note the balances in the Parish Council's accounts
- b. To approve the bank reconciliation (Appendix 2)
- c. To approve the Accounts for Payment (Appendix 2)
- d. To review the budget update to 30.12.17 (previously circulated)

16. Matters for Information (DH)

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.

17. Future agenda items

- a. Facebook
- b. Cattle Lane Bus Shelter

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 or by contacting the Clerk.