



To Members of the Parish Council

You are hereby summonsed to attend a meeting of the Parish Council at **7.30pm on Tuesday 20 February 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
13 February 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 16th January 2018 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 **note** the minutes of the latest NDP Management Group (NDPMG) meeting (if any)
 - c. To decide any further action where necessary
 - d. To **note** the next NDPMG meeting date
- 7. Leeds Site Allocations Plan – Consultation on Revised Submission Draft Plan (Clerk)**
 - a. To **note** the above consultation began on 15th January and will run until 5pm on 26th February 2018
 - b. To review the draft response prepared by Ms Kathryn Jukes of Directions Planning Consultancy Ltd (employed by the PC for this matter in August 2017) and consider whether the PC wants to make any amendments to it or submit it as written (previously circulated)
 - c. If any amendments are required, to agree them at this meeting
 - d. To consider who shall submit the response on behalf of the PC by the deadline of 5pm on 26.02.18
 - e. To consider any other necessary action
- 8. Leeds Core Strategy Selective Review – Consultation (Clerk)**
 - a. To **note** the above consultation began on 9th February and will run until 5pm on 23rd March 2018
 - b. To consider whether the PC wishes to submit a response to the focused amendments to the adopted Core Strategy, as listed by LCC in the consultation documentation (previously submitted)
 - c. If the PC wishes to submit a response, to nominate a member or members to prepare the response, so it can be reviewed and finalised/agreed at the March PC meeting
 - d. To consider any other necessary action
- 9. Highways and Public Safety (Clerk/MO)**
 - a. To **note** the email received from LCC Highways in response to the PC's letter regarding the path to Lotherton Hall
 - b. To discuss and consider what action in relation to item 9.a. if any the PC wishes to take at this time
 - c. To discuss the overhanging tree on the verge on Bunkers Hill outside De Brome Cottage and consider the option of cutting it back in order to increase visibility and reduce the risk of it being blown down
- 10. Fields In Trust – Jubilee Field (Clerk/PH/MP/RR/DH)**
 - a. To **note** the Clerk wrote to Cllr Ryan Stephenson to confirm the PC opted for the Centenary Fields Scheme.
 - b. To **note** the notes prepared by the Chairman and Cllr Piper for inclusion on the FIT website and literature (previously circulated)
 - c. To discuss and consider any necessary action required
- 11. 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 **note** the Clerk submitted the precept return form on behalf of the Parish Council by the deadline of 09.02.18.

12. Data Protection – General Data Protection Regulation May 2018 (MO)

- a. To **note** the above comes into effect on 25.05.18
- b. To discuss the types of information held by the PC and how they are kept secure, and consider whether any changes are required
- c. To discuss who the PC wishes to appoint as its Data Protection Officer and decide on this if in agreement (must be appointed no later than the May 2018 PC meeting)

13. LeedsFest 2018 (AH/DMcC)

To discuss the 2018 LeedsFest and look at potential dates for ticket applications and the ticket draw, and consider any necessary action.

14. Green Spaces – Wildflower Planting (MP)

To discuss the green spaces in the village that have the potential to become areas for wildflowers to be planted and consider whether the PC would like to begin a project of this kind

15. 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)

16. 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)

17. 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.

18. Future agenda items

- a. Benches
- b. Facebook
- c. 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.