



## To Members of the Parish Council

You are hereby summonsed to attend a meeting of the Parish Council at **7.30pm on Tuesday 20 March 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  
14 March 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 20<sup>th</sup> February 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 review the Neighbourhood Plan submission documents and consider whether the PC is satisfied they are ready to be submitted to LCC, or agree on any amendments that need to be made before submission (previously submitted)
  - d. To decide any further action where necessary
  - e. To **note** the next NDPMG meeting date
7. **Leeds Site Allocations Plan – Consultation on Revised Submission Draft Plan (Clerk)**
  - a. To **note** the Clerk submitted the PC's response by the deadline of 5pm on 26.02.18
8. **Leeds Core Strategy Selective Review – Consultation (Clerk)**
  - a. 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)
  - b. If the PC wishes to submit a response, to agree it at this meeting ready for submission by the deadline, or nominate a member or members to write it on behalf of the PC in time for submission by the deadline of 5pm on 23<sup>rd</sup> March 2018
  - c. To consider who shall submit the response (if any) on behalf of the PC by the deadline of pm on 23<sup>rd</sup> March 2018
  - d. To consider any other necessary action
9. **National Planning Policy Framework – Consultation (Clerk)**
  - a. To **note** a consultation on the draft revised text of the National Planning Policy Framework began on 05.03.18 and will run until 11.45pm on 10<sup>th</sup> May 2018
  - b. To consider whether the PC wishes to submit a response to the consultation which incorporates policy proposals previously consulted on in the Housing White Paper and the Planning For The Right Homes In The Right Places consultation
  - 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 April PC meeting
  - d. To consider any other necessary action
10. **Highways and Public Safety (Clerk/MP)**
  - a. To receive an update regarding the path to Lotherton Hall
  - b. To receive an update regarding the status of the overhanging tree on the verge on Bunkers Hill outside De Brome Cottage
  - c. To discuss the issues of traffic backing up from J47 of the M1 at peak times; to consider what options there might be to alleviate the problems; and to consider any necessary action
11. **Budget & Precept for 2018/19 (Clerk)**
  - a. To review the 2018/19 budget and consider whether the PC wishes to include in it any amounts for:
    - i. A Wildflowers Planting Scheme
    - ii. Contribution towards Crime Prevention; specifically pertaining to funding for door locks and other security items for vulnerable residents

- iii. A temporary or permanent Christmas tree
- iv. Any other specific items/projects not previously agreed
- b. To agree what the final budgeted spend for 2018/19 will be based on the points agreed in item 10.a above
- c. To agree any other necessary action

**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. Defibrillator Maintenance/Checks (MO)**

To consider whether the PC wishes to set up a schedule of regular checks for the defibrillator by the Arabian Horse Pub and if so, agree how often the checks should take place, agree which members will be responsible for performing the checks, and draw up a timetable for them

**14. LeedsFest 2018 (AH/DMcC)**

To receive an update on the 2018 LeedsFest and consider any necessary action

**15. Hanging Baskets (AH)**

To discuss this year's hanging baskets process including sponsorship and consider any action required

**16. 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)

**17. Finance (Clerk/AH/DH)**

- 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 consider re-employing A Fox Services for grass cutting services in the parish in 2018/19
- e. To consider re-employing Pestserve for pest control services in the parish in 2018/19

**18. 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.*

**19. 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](http://www.aberford-pc.gov.uk) or by contacting the Clerk.