



To Members of the Parish Council

You are hereby summonsed to attend a meeting of the Parish Council at **7.30pm on Tuesday 21 August 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
15 August 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 24th July 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 review the ADPC Response Grid to the Regulation 16 Representations that have been submitted (all previously circulated) and to consider whether the PC is satisfied the document is ready to submit to the Independent Examiner and LCC, or agree any changes that are required.
 - c. To consider who shall submit the above document to the Independent Examiner and LCC by the deadline of 24.08.18.
 - d. To **note** the minutes of the latest NDP Management Group (NDPMG) meeting (if any)
 - e. To decide any further action where necessary
 - f. To **note** the next NDPMG meeting date
7. **Leeds Site Allocations Plan (Clerk/DH)**
 - a. To **note** the PC's response to the transport reports submitted by LCC was submitted by Ms Kathryn Jukes of Directions Planning Consultancy Ltd on behalf of the PC by the extended deadline of 25.07.18
 - b. To receive an update regarding the Hearing Sessions that took place in July/Aug 2018
 - c. To **note** that the Programme Officer has invited the PC to submit further comments regarding Transport Modelling by 10th September 2018
 - d. To review the recommendation and draft letter written by Ms Kathryn Jukes in response to point 7.c above and consider whether the PC agrees with the recommendation and wishes to submit the letter to the Programme Officer (previously circulated)
 - e. To consider who shall submit the letter regarding Transport Modelling to the Programme Officer on behalf of the PC by the deadline of 10.09.18 (if applicable)
 - f. To **note** LCC have submitted a Sustainability Appraisal and are inviting comments to be made by 5pm on 11th September 2018
 - g. To consider whether the PC wishes to submit any comments on the Sustainability Appraisal and, if so, agree them at this meeting, or delegate who shall prepare them on behalf of the PC
 - h. To consider who shall submit the comments regarding the Sustainability Appraisal on behalf of the PC to LCC by the deadline of 11.09.18 (if any)
 - i. To consider any other necessary action
8. **Aberford 20mph Zones Proposal (Clerk)**
To receive an update on the 20mph zones proposals and consider any action necessary.
9. **LeedsFest 2018 (AH/DMcC)**
To receive an update following the ticket collection session held on 20.08.18 and agree any necessary action.
10. **Bus Shelter, Cattle Lane (Clerk)**
 - a. To receive an update on the grant application made to the Housing Advisory Panel
 - b. To consider any other necessary action
11. **100th Anniversary of WWI (MP/DH)**
 - a. To receive an update regarding the availability of the Village Hall and consider whether the PC wishes to proceed with booking it for the event

- b. To discuss further the kind of event the PC wishes to hold to commemorate the Centenary and consider matters such as what kind of event, budget, who will organise it, advertising, etc
- c. To consider any other necessary action

12. External Audit (Clerk)

- a. To **note** that PKF Littlejohn LLP have concluded their review of the PC's Annual Return for 2017/18 and have signed the External Auditor Certificate
- b. To complete the Notice of Conclusion of Audit form and consider how much to charge for copies of the Annual Return should any person wish to purchase one
- c. To **note** the notice will be published on the main notice board and PC website before the deadline of 30.09.18

13. Bus Services in the Parish (DH)

To receive an update on the bus services in the parish following a meeting attended by the Chairman, Ward Councillors, and First Bus and West Yorkshire Combined Authority on 07.08.18.

14. Hanging Baskets (MP)

To discuss the 2018 hanging baskets and consider whether the PC wishes to make any additional requests next year (extra plants, different kinds of plants, etc).

15. Christmas Lights 2018

To review the quote received from LCC for the 2018 Christmas Lights and consider whether the PC wishes to accept it (£1,791 + VAT).

16. Consultation: Licensing Act 2003 Statement of Licensing Policy

- a. To **note** the above LCC consultation is running to 30.09.18
- b. To consider whether the PC wishes to respond to the consultation and, if so, discuss the comments to be made. Comments may either be agreed at this meeting or at the September PC meeting which will take place before the deadline.
- c. To consider any other necessary action.

17. Consultation: Green Paper for Adult Social Care and Wellbeing

- a. To **note** the above consultation is running to 12.09.18
- b. To consider whether the PC wishes to respond to NALC on the consultation and, if so, agree the comments at this meeting, or delegate who shall prepare and submit them on behalf of the PC

18. 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)

19. 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)

20. Matters for Information (Chairman)

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.

21. Future agenda items (Clerk)

- a. Footpaths Registration on PROW Map

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.