



To Members of the Parish Council

You are hereby summonsed to attend a meeting of the Parish Council at **7.30pm on Tuesday 24 July 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
18 July 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 12th June 2018 as a true and correct record (DH)
4. **Crime & Security (Chairman)**
To receive the crime report from representatives of West Yorkshire Police
5. **Public participation (15 minutes) (Chairman)**
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 Proposal for Consultancy Support Post-Submission from Mr Mike Dando (Planning Consultant) and consider whether the PC wishes to accept/proceed with it (previously circulated)
 - c. To **note** the minutes of the latest NDP Management Group (NDPMG) meeting (if any)
 - d. To decide any further action where necessary
 - e. To **note** the next NDPMG meeting date
7. **Leeds Site Allocations Plan – Matters & Issues issued May 2018 (Clerk)**
 - a. To **note** the PC's response to the Matters & Issues was submitted by Ms Kathryn Jukes on behalf of the PC by the deadline of 1pm on 14.06.18
 - b. To **note** the Clerk issued the letter written by Cllr Oakes in response to the letter sent by M&G Real Estate to the recipients as discussed at the June PC meeting
 - c. To consider whether the PC wishes to submit any comments regarding the transport reports submitted by LCC and, if so, agree them at this meeting
 - d. To consider who shall submit the comments in point 7.c. to the Programme Officer by the extended deadline of 25.07.18 (if any)
 - e. To consider whether there are any points the PC wants Directions Planning Consultancy Ltd (the PC's representative at the Hearing Sessions) to rebuke or support at the Hearing Sessions on 01.08.18, and to agree them at this meeting so the Clerk can inform Directions Planning Consultancy Ltd accordingly (information previously circulated)
 - f. To consider any other necessary action
8. **Data Protection – General Data Protection Regulation May 2018 (MO)**
 - a. To **note** the YLCA have stated they will not be offering a DPO service as there isn't adequate demand, and to consider how the PC wishes to proceed in terms of whether to appoint a DPO or not
 - b. To review the draft policy documents prepared by Cllr Oakes in accordance with the YLCA guidance notes and consider whether any amendments are required
 - c. To receive any updates and consider any other action necessary
9. **Aberford 20mph Zones Proposal (Clerk)**
To receive an update following the on the 20mph zones proposals and consider any action necessary.
10. **Training (Clerk)**
To review the training schedule issued by YLCA (previously circulated) and consider whether any members want to attend any of the courses.
11. **LeedsFest 2018 (AH/DMcC)**
 - a. To **note** the Clerk submitted the list of resident ticket winners to Festival Republic by the deadline of 13.07.18
 - b. To confirm the date, time and venue for handing out the tickets
 - c. To consider any action other required

12. Bus Shelter, Cattle Lane (Clerk)

- a. To receive an update on the grant applications made to the Housing Advisory Panel and the Wellbeing Fund and to review and sign the relevant funding agreement documents
- b. To consider whether the PC wishes to proceed with the structure licence application at a cost of £238.80 or wait until the decisions on both grant applications have been received
- c. To consider any other necessary action

13. 100th Anniversary of WWI (DH)

To discuss whether the PC wants to hold an event to celebrate the centenary and if so, consider matters such as when, where, what kind of event, and budget.

14. LCC Gambling Policy Consultation, 11.06.18 – 05.08.18 (Clerk)

- a. To **note** the above consultation began on 11.06.18 and runs to 05.08.18
- b. To consider whether the PC wishes to submit any comments regarding this consultation and, if so, agree them at this meeting
- c. If the PC wishes to submit any comments, to consider who will submit them to LCC on the PC's behalf, by the deadline of 05.08.18
- d. To consider any other necessary action

15. HS2 (DH/RR)

To receive an update on the HS2 plans following the information event on 28.06.18 and consider any necessary action.

16. IT Matters (Clerk)

To consider upgrading the PC's IT Hosting Package with LazenbyBrown for the website and emails to the next level (3), giving 10GB of disk space plus monthly security updates, at a cost of £45.00 plus VAT PCM (The PC's current package is £35.00 plus VAT PCM for 5GB and monthly security updates, and approximately 90% of the space is being used).

17. 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)

18. 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, and to consider the amount of the donation to West Yorkshire Police for the crime prevention scheme (Appendix 2)
- d. To review the budget update to 30.06.18 (previously circulated)

19. 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.

20. 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.