



To Members of the Parish Council

You are hereby summoned to attend a meeting of the Parish Council at **7.30pm on Tuesday 16 APRIL 2019** at the Oriol Room, St Ricarius Parish Church, Aberford, for the purpose of transacting the following business.

Members of the public are welcome to attend the meeting.

F Mary A Farman
Locum Clerk to the Parish Council
10 April 2019

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 March 2019 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)**
 - 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. **Harewood Road 20 mph Proposals**
 - a. To **note** the Clerk submitted the collated response of the parish council to the Legal services Development Team
 8. **Christmas Tree (DMcC)**
To discuss suggestion for a Christmas Tree on the green; **resolve** whether to proceed with the suggestion and, if so, seek costings.
 9. **Hanging Baskets**
 - a. To receive an update and **resolve** any necessary action.
 10. **LeedsFest 2019 (AH/DMcC)**
To receive an update on the LeedsFest 2019 and **consider/agree** any necessary action
 11. **Grass Cutting (AH)**
 - a. To review the quote for additional services and **resolve** acceptance or not
 12. **IT (Clerk)**
To consider the quote for website maintenance to fix the 'not secure' message received and **resolve** any action
 13. **YLCA Membership (Clerk)**
To receive the membership fee from YLCA, discuss and **resolve** whether to re-join
 14. **Dog Fouling, Drain Pollution and Grit Bin**
To discuss e-mails received from residents re dog fouling, drain pollution and request for a grit bin and **resolve** any action
- 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 **note** the following receipts were received in March & April 2019:
 - i. Internet transfer, as agreed, of £1,1000.00 made on 19-03-2019
 - ii. Precept payment £21,335.00 from Leeds City Council received on 02-04-2019
 - e. To complete and sign the Annual Governance Statement for external audit (section 1)

f. To appoint the internal auditor for the year ending 31-03-2019

16. 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.

17. Future Agenda Items (Clerk)

- Election of Chairman & completion of acceptance of office & declarations of interest (all Councillors)
- Review & acceptance of Standing Orders & Financial Regulations for 2019-2020.
- External Audit - completion of section 2, bank reconciliation & explanation of variances.
- Internal auditor's report

F M A Farman, Locum Clerk to the Council
9th March 2019

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.