



To Members of the Parish Council

You are hereby summonsed to attend a meeting of the Parish Council at **7.30pm on Tuesday 19 March 2019** 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 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 February 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) (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. LCC Site Allocations Plan Consultation: 21.01.19 – 04.03.19 (SAP) (Clerk)**
 - a. To **note** the Clerk submitted the amendment to the SAP response to Ms Kathryn Jukes of Directions Planning Consultancy Ltd for inclusion
 - b. To **note** Ms Jukes submitted the response to LCC on behalf of the PC by the deadline of 5pm on 04.03.19
- 8. Jubilee Field – Cycle Track (KD)**
To receive an update and discuss options for a cycle track on Jubilee Field, and to agree a budget for it should members wish to proceed (to be taken from the Capital Reserve Fund)
- 9. Budget for 2019/20 (RR/MP/DMcC/Clerk)**
 - a. To review the budget and consider any changes/additions that may be required
 - b. To agree and sign off the final budget for 2019/20
- 10. LeedsFest 2019 (AH/DMcC)**
To receive an update on the LeedsFest 2019 and consider/agree any necessary action
- 11. Maternity Cover for Clerk/RFO (RR/MP)**
 - a. To **note** the Clerk contacted Ms Mary Farman to confirm her application was successful
 - b. To receive an update on the questions raised at the Feb 2019 meeting regarding employing Ms Farman on a voluntary basis and consider any necessary action required
 - c. To receive an update on the handover process and dates
 - d. To discuss/consider any other necessary action
- 12. Defibrillator (Clerk)**
To receive an update on the arrangements for the defibrillator (ownership of, regular checks on, and replacement parts for), and returning the unused cabinet to Yorkshire Ambulance Service, and to consider any necessary action.
- 13. Harewood Ward 20mph Scheme (Clerk)**
 - a. To **note** the proposals received from LCC regarding the 20mph zones in Aberford for which comments can be submitted until 08.04.19
 - b. To discuss the proposals and consider whether the PC wishes to submit any comments and, if so, to either agree them at this meeting, or delegate them to two members to write on behalf of the PC
 - c. To consider who shall submit the response to LCC on behalf of the PC by the deadline of 08.04.19 (if any)
 - d. To consider any other necessary action
- 14. Christmas Tree (DMcC)**
To discuss the offer received from a local community group to plant a Christmas tree on the village green and consider any necessary action

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 discuss cheque 100806 that was issued in July 2017 but has not yet been presented and consider any necessary action
- c. To approve the bank reconciliation (Appendix 2)
- d. To approve the Accounts for Payment (Appendix 2)
- e. To **note** the following receipts were received in Feb 2019:
 - i. VAT refund of £2,540.61 for the period 01.04.18 to 31.12.18 was received on 08.02.19
 - ii. Donation of £487.68 from a local family for a new bench and memorial plaque was received on 14.02.19
 - iii. The grant of £688.00 from the LCC Wellbeing Fund for the bus shelter was received on 28.02.19
- f. To consider re-employing Pestserve for pest control services in the parish in 2019/20 at a cost of £650 for the year

17. 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.

18. Future Agenda Items (Clerk)

- a. Hanging baskets

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.