



## To Members of the Parish Council

You are hereby summonsed to attend a meeting of the Parish Council at **7.30pm on Tuesday 21 January 2020** 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  
16 January 2020

## 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 16<sup>th</sup> December 2019 as a true and correct record (DH)
- 4. Crime & Security (DH)**  
To receive the crime report received 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, or any other matters of concern. 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 community workshop with Mr Mike Dando (NDP Consultant) that was held on 18.01.20
  - b. To discuss/agree any necessary action
- 7. Jubilee Field – Cycle Track (Clerk)**
  - a. To receive an update regarding the terms of the quote for the cycle track (quote validation period and deposit request) following the Clerk's correspondence with Bike Track (supplier), and consider whether the PC wishes to accept the terms
  - b. To receive an update on the funding application to the Banks Fund
  - c. To discuss / consider any other necessary action
- 8. Litter Picking (Clerk)**  
To receive an update on equipment for litter picking events in the parish; to discuss matters such as potential dates, LCC collection point of full bags, whether any protective clothing is required, and any other relevant points, and to decide on any action required.
- 9. NALC Consultation: PC13-19 Strengthening Police Powers: Encampments (Clerk)**
  - a. To **note** Cllrs Oakes and Griffiths completed the NALC questionnaire regarding the above consultation on behalf of the PC, as delegated to do so at the Dec 201+ PC meeting (response circulated to all members)
  - b. To **note** the Clerk has submitted the response to NALC on behalf of the PC
- 10. Leeds Transport Supplementary Planning Document Consultation: 06.01.20 – 17.02.20 (Clerk)**  
To consider whether the PC wishes to submit a response to the above consultation and, if so, to either agree the response at this meeting, or delegate the action to two members. The deadline for submitting responses to LCC is 5pm on 17.02.20 (information previously circulated)
- 11. Petition re Boxing Day Hunt (Clerk)**  
To **note** the Clerk has emailed West Yorkshire Hunt Saboteurs to request they retract any and all statements issued stating ADPC grants permission for/allows hunts to take place.
- 12. Buses (Clerk/DH/RR)**
  - a. To note the email received from a resident in Scholes regarding proposed changes to the 64 bus service, and discuss/consider whether the PC wishes to respond to Connexions (bus service provider) regarding the matter, and agree any other action as necessary
  - b. To receive an update regarding the meeting with the school bus company
- 13. Nellie's Tree Information Board (DH)**  
To review the plans for the information board about Nellie's Tree to be placed at the end of Parlington Lane, and grant approval for Woodland's Trust to proceed with it
- 14. Training (Clerk)**  
To review the training courses available with YLCA and other bodies consider whether any members wish to attend any of them.

**15. LeedsFest 2020 (AH/DMcC)**

To discuss the 2020 LeedsFest and look at potential dates for ticket applications and the ticket draw, and consider any necessary action

**16. Hanging Baskets 2020 (AH/MO)**

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

**17. Grievance & Disciplinary Policies (Clerk)**

To consider adopting NALC's template LN22 Grievance and Disciplinary policies (previously circulated).

**18. IT Matters – Website Upgrade (Clerk)**

To review the quote received from LazenbyBrown regarding a recommended upgrade to the PC website to ensure it is secure, and consider whether the PC wishes to proceed with the work (quote for up to 2 hours work at £60 per hour plus VAT; previously circulated)

**19. Correspondence Received (Clerk)**

To note/discuss the correspondence items listed below and consider/agree the PC's response and any necessary action required:

- Email from Dr Shirley-Anne Paul regarding joining the parish council
- Email from a resident regarding climate change issues and their request to meet with (a) representative(s) from the PC
- Email from a resident regarding the plans for a pair of semi-detached dwellings next door to the former Royal Oak pub

**20. 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 review the 2019/20 Budget Update as at 31.12.19 (previously circulated)
- e. To **note** the Clerk submitted the Precept form to LCC for 2020/21.

**21. 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.*

**22. Planning Matters (Clerk/MO)**

- 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)
- d. To receive an update regarding the Planning/NDP PC workshop to be run by Mr Mike Dando (NDP Consultant)

**23. Future Agenda Items (Clerk)**

- Budget 2020/21
- Christmas Tree

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.