



To Members of the Parish Council

You are hereby summonsed to attend a meeting of the Parish Council at **7.30pm on Tuesday 22 September 2020** via conference call, for the purpose of transacting the following business.

Members of the public are welcome to dial into the meeting. Details of how to do this follow this Agenda (on a separate page).

N Goonesinghe
Clerk to the Parish Council
17 September 2020

AGENDA

1. **To receive apologies and approve reasons for absence (Clerk)**
2. **To receive any disclosures of interest from Councillors on matters to be considered at the meeting (Clerk)**
3. **To confirm the minutes of the Parish Council Meeting** held on 25th August 2020 as a true and correct record (DH)
4. **Crime & Security (Clerk)**
To receive the crime report received from representatives of West Yorkshire Police
5. **Clerk/RFO Vacancy (DH)**
 - a. To **receive** the Clerk's resignation from her role as Clerk/RFO to the PC
 - b. To receive an update on the recruitment process for the role and any applications received so far (closing date 30.09.20)
 - c. To agree the interview panel and process for applicants for the role and any other actions required
6. **Litter Picking (KD)**
To consider having a litter pick on the side streets in Aberford (not Main Street), and discuss potential dates, LCC collection point(s) of full bags, purchasing equipment, and consider any other action required.
7. **Church Yard (Clerk)**
To receive an update on the option of receiving assistance from the prison service to help tidy/maintain the church yard as part of their offenders' rehabilitation programme.
8. **Trees at Hook Moor (AH/Clerk)**
To receive an update on the safety inspection/works required to the wood north east of Hook Moor crossroads.
9. **Secretary of State Public Consultation: Planning for the Future White Paper (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, delegate the action to two members, or defer to the next PC meeting. The deadline for submitting responses is 29.10.20 (information previously circulated).
10. **Budget 2021/22 (Clerk)**
To discuss the process for the 2021/22 budget, and to discuss any specific items members would like to be considered for inclusion in it
11. **Newsletter (NGr)**
To receive an update on the draft newsletter and any other potential items to be included in it, and dates for printing/distributing it.
12. **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 a resident regarding concerns over vehicles speeding through the village
 - Any other correspondence received before the meeting but after publishing the agenda
13. **PC Website Accessibility Regulations 2018 & Website Statement (MO)**
 - a. To receive an update on the progress of the work required on the PC website and consider/agree any action required.
 - b. To review/agree the proposed wording for the Accessibility Statement prepared by Cllr Oakes (previously circulated)
 - c. To consider employing LazenbyBrown to complete the following works at a cost of £60 per hour + VAT:
 - Changes to headers that can't be accessed by the PC
 - Setting up a new page on the website for the Accessibility Statement
 - Any other changes required for which technical assistance is needed

14. Finance (Clerk)

- a. To note the balances in the Parish Council's accounts
- b. To approve the bank reconciliation as at 31.07.20 (Appendix 2)
- c. To approve the Accounts for Payment (Appendix 2)

15. Matters for Information (Clerk)

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.

16. 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)

17. Future Agenda Items (Clerk)

- a. Bins at Jubilee Field
- b. Quarterly Budget Update

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.