



To Members of the Parish Council

You are hereby summonsed to attend a meeting of the Parish Council at **7.30pm on Tuesday 28 July 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
23 July 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 following meetings as true and correct records (Clerk):**
 - i. Parish Council Meeting held on 17th March 2020
 - ii. Annual Meeting of the Council held 26th May 2020
4. **Crime & Security (Clerk)**

To receive the crime report from representatives of West Yorkshire Police
5. **Ratification of decisions made by the PC during the 2020 Coronavirus Lockdown period (Clerk)**

To formally approve decisions made when the PC was unable to meet, for matters requiring action, as communicated by the Clerk to members via email (to 22.07.20) (Appendix 3)
6. **Review and complete the required sections of the Annual Return for the year ended 31.03.20 (previously circulated) (Clerk)**
 - a. Section 1 – Annual governance statement 2019/20
 - b. Section 2 – Accounting statements 2019/20
 - c. To consider the dates for posting the Notice of Public Rights on the PC noticeboards and website
7. **Internal and External Audits (Clerk)**
 - a. To **note** the internal audit was completed in May 2020
 - b. To receive an update on the external audit.
8. **PC Website Accessibility Regulations 2018 & Website Statement (MO)**

To receive an update on the progress of the work required on the PC website and consider/agree any action required.
9. **Litter Picking (KD)**

To consider having a litter pick to coincide with the Great British Spring Clean scheduled to take place in September 2020, and discuss potential dates, LCC collection point(s) of full bags, purchasing equipment, and consider any action other necessary required.
10. **New Sub Group – Jubilee Field Cycle Track (Clerk)**

To consider setting up a sub group for the cycle track to manage the project accordingly.
11. **New Fencing at Cock Beck & Pump Hill (DH)**

To consider the quote received from Wren Landscaping for new fencing at Cock Beck and Pump Hill to replace damaged fencing (previously circulated)
12. **Clerk's Salary and Home Working Allowance (RR)**
 - a. To consider increasing the Clerk's salary to SCP10 (currently SCP9)
 - b. To review the home working allowance awarded to the Clerk, payable to a maximum amount of £24 per month (currently paid £18 per month)
13. **Finance (Clerk)**
 - a. To note the balances in the Parish Council's accounts
 - b. To approve the bank reconciliation as at y/e 31.03.20 (Appendix 2)
 - c. To approve the bank reconciliation for the period 01.04.20 – 30.06.20 (Appendix 2)
 - d. To approve the Accounts for Payment (Appendix 2)
 - e. To review the 2020/21 Budget Update as at 30.06.20 (previously circulated)
14. **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.
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)

16. Future Agenda Items (Clerk)

To note any future agenda items.

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.