



## To Members of the Parish Council

You are hereby summoned to attend a meeting of the Parish Council at **7.30pm on Tuesday 19 September 2023 in the Oriel Room, St Ricarius Church, Aberford** for the purpose of transacting the following business.

Members of the public are welcome to attend the meeting,

P Wigglesworth  
Clerk to the Parish Council  
Date of Posting: 13 September 2023

### AGENDA

- 1. To receive apologies and approve reasons for absence (Chair)**
- 2. To receive any disclosures of interest from Councillors on matters to be considered at the meeting (Chair)**
- 3. To confirm the minutes of the Monthly Parish Council meeting** held on 15th August 2023 as a true and correct record **(Chair)**
- 4. Public Participation (15 mins) (Chair)**  
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 invited to do so by the Chairman
- 5. Clerk/RFO vacancy (Chair)**
  - a. To confirm the Clerk's resignation from his role as clerk /RFO to the Parish Council
  - b. To receive an update on the recruitment process for the role
  - c. To agree the interview panel and process for applicants
- 6. Crime & Security (Clerk)**
  - a. To summarise the latest crime report based on the Police.uk website
  - b. To report back on the latest PACT meeting
- 7. Projects update**  
To receive a progress update and consider next steps for the following matters;
  - a. Website upgrade (MO)
  - b. Purchase and installation of upgraded speed signs (Clerk)
  - c. Aberford Green spaces initiatives (NG)
  - d. Progress on issues raised by a member of the public at the last meeting (Chair)
- 8. Leeds Fest 2023 (Clerk)**
  - a. To report back on the event and lessons learnt
- 9. Hanging Baskets (MO)**  
To confirm the final numbers for the 2023 basket sponsorship
- 10. Grants to be awarded (Clerk)**  
To consider any requests for funding
- 11. Xmas lights (Clerk)**  
To update progress on the Xmas display proposals
- 12. Traffic/Parking issues, Aberford Main Street (Clerk)**  
To update members on any further progress
- 13. Baldwin's Gate resident re planning appeal decision on housing development (TW)**  
To update the position regarding sending a letter to our member of Parliament concerning the above
- 14. Insurance renewal (Clerk)**  
To consider renewal quotes for the year commencing 1.10.23
- 15. Armistice Wreath**  
To approve the purchase of an Armistice Day wreath from the Royal British Legion at a cost of £50
- 16. Bank Mandate and electronic payments (Clerk)**  
To agree the signatories on the new bank mandate and also confirm the electronic payment process and participants
- 17. Correspondence Received (Clerk)**  
To **note/discuss** any new correspondence items and consider/agree the PC's response and any action required;  
None received
- 18. 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)
- 19. Finance (Clerk)**
  - a. To **note** the balances in the Parish Council's accounts
  - b. To **approve** the bank reconciliation as at 31.8.2023 (Appendix 2)
  - c. To **note** income received and **approve** the Accounts for Payment (Appendix 2)
  - d. To discuss the present arrangements for printer ink and agree the way forward.
- 20. 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 must be 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.*

P Wigglesworth, Clerk to the Council