

Little Smeaton Parish Council

3 Wentdale
Little Smeaton
WF8 3LX

Dear Councillor

You are summoned to attend the Little Smeaton Parish Council meeting on 20 March 2024 to be held at 7.00pm at the Community Rooms, Kirk Smeaton.

AGENDA

Little Smeaton Parish Council meeting 20 March 2024

1. Apologies

- 1.1 To receive and note apologies from any councillors who are unable to attend the meeting
- 1.2 To consider reasons for absence provided by councillors who cannot attend and resolve the council's acceptance of these if felt relevant.

2. Declarations of interest

- 2.1 To receive any declarations of interest not already declared under the Councils' code of conduct or members Register of Disclosable Pecuniary Interests.
- 2.2 To receive, consider and decide upon any applications for dispensation.

3. Minutes from previous meeting

- 3.1 To confirm the minutes of the meeting held on 17 January 24.
- 3.2 To review 'actions agreed' approved at the previous meetings held 17 January 2024.

4. Public Forum. Questions and concerns raised by the public

5. Financial Matters

- 5.1 Demonstration of new accounting records and procedures
- 5.2 To hear confirmation from Cllr Hancock that the bank reconciliations as at 29 February 2024, have been checked and signed as true and correct.
- 5.3 To hear from Councillor Hancock with regards to the Current Internal Control Audit.
- 5.4 The current finance sheet as at 29 February 2024 to be signed as a true and correct record.
- 5.5 To receive the budget report as at 29 February 2024.
- 5.6 To receive the VAT spreadsheet as at 29 February 2024.
- 5.7 To sign the contractual payments list as a record of payments made to date.
- 5.8 Discuss how to improve the management of the reserve fund.

5.9 Discuss how we treat the income from our VAT refund.

5.10 To ratify budget, spend and payment for:

- £43.08 for Hillside Council Tax
- £696 for solicitor's fees for sale of Hillside Cottage
- £2898 for estate agent's fees for sale of Hillside Cottage

5.11 Approve budget, spend and pay for:

- Up to £30 for Community Room Hire for the meeting on 20 March 2024
- £232 for 10 boxes of dog poop bags or £428 for 20 boxes
- Approve hourly rate increase of Clerk's salary for 2024-25

5.12 Decisions to ratify at March meeting following Finance Group recommendations: Amounts of:

- £85000 on 26/1/24,
- £65000 on 1/2/2024
- £85000 on 16/02/24 and
- £2956 on 08/02/24 invested in various financial institutions in accordance with Council's Investment Strategy.

6. To receive any planning applications, and note any comments sent.

6.1 ZG2024/0198/TELC Cornerstone Land at Quarry Lane, Little Smeaton North Yorkshire

The removal of the existing 15m monopole supporting 3no. antennas and its replacement with a new 20m monopole and headframe supporting 6no. antennas, 2no. 0.3m dishes and ancillary equipment. The removal of 1no. cabinet and replacement with 3no. cabinets and works thereto.
E:452276, N:416966

7. Review of Policies and Procedures

7.1 Councillors to present revised Policies and Procedures agreed at the January meeting.

- Security Incidence Log (CA)
- Freedom of Information (CA)
- Publication Scheme (CA)
- Disciplinary Policy (JH)
- Vexatious Policy (GI)

8. Trees Inspection

8.1 Update on trees inspection.

9. Street Lighting

9.1 Deferred to the May meeting.

10. Action taken by Highways following the Campaign

10.1 Update on actions taken by highways following the campaign with Kirk Smeaton and Norton PCs.

11. YLCA Law & Governance Point LTN31E

11.1 Defer to the May meeting. Finance group to research and report findings.

12. Repairs to Bus Shelter

12.1 Update on repairs to the bus shelter.

13. Domain Name, Website, Web Hosting

13.1 Defer to the May meeting

14. Correspondence Received

14.1 Letter received from NYC about a Consultation on the Pre-submission Revised Publication Selby Local Plan (2024) from Friday 8 March to 4.30pm on Friday 19 April 2024.

15. Social Values Activities Funding – National Highways

15.1 Consider projects for possible funding available from National Highways

For example:

- Footpath at Crosshills
- Paving under the beacon
- Trees planted on Crosshills
- Allotments

16. Grass Cutting Contract

16.1 Grass cutting schedule and contract for 2024.

17. Matters for inclusion on the next agenda

18. Date of next meetings:

15 May 2024 Annual Parish Meeting and Annual Meeting of Council

Approval of accounts for 2023/4

17 July 24

18 September 24

20 November 24

22 January 25

19 March 25

19. Hillside Cottage.

19.1 Councillors to note that the sale of Hillside Cottage is now completed, and 100% of all monies received from the sale have been invested as per the council's Investment Strategy.