

Little Smeaton Parish Council

3 Wentdale
Little Smeaton
WF8 3LX

AGENDA

Little Smeaton Parish Council meeting 20 September 2023

1. Apologies

To receive apologies and approve reasons for absence.

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 meetings held of 19 July 2023.

3.2 To review 'actions agreed' approved at the previous meetings held on 19 July 2023.

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

5. Financial Matters

5.1 To hear confirmation from Cllr Hancock that the bank reconciliations as at 31 August 2023, have been checked and signed as true and correct.

5.2 To hear from Councillor Hancock with regards to the Current Internal Control Audit.

5.3 The current finance sheet as at 31 August 2023 to be signed as a true and correct record.

5.4 To receive the budget report as at 31 August 2023.

5.5 To receive the VAT spreadsheet as at 31 August.

5.6 To sign the contractual payments list as a record of payments made to date.

5.7 To ratify budget, spend and payment for:

- £26.24 for E-on July electricity bill for Hillside cottage
- £30.51 for E-on August electricity bill for Hillside Cottage
- £250.00 grass cutting for the marketing of Hillside Cottage
- £81.89 for stakes and tape to mark up the boundaries of Hillside Cottage
- £238 for September 2023 Council Tax Bill for Hillside Cottage

- £50 to pay solicitors Carters Solicitors to carry out costs, VAT and disbursements.

5.8 Approve budget, spend and pay for:

- Up to £30 for Community Room Hire for the meeting on 20 September 2023.
- £238.00 x 2 for October & November 2023 Council Tax bill for Hillside Cottage.
- Up to £40 x 2 for September & October to E-on for electricity charges.
- Up to £25 for poppy wreath for Armistice Day.
- £774.00 for legal fees, disbursements and VAT to Carters Solicitors for Sale Instruction of Hillside Cottage.
- £375+ VAT for survey work and production of Land Registry compliant maps to deal with boundary changes at Hillside Cottage
- Overtime for Clerk's extra work concerning Hillside Cottage Sale. Additional hours worked up to end August to be reported verbally at the meeting.

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

6.1 Planning application received for Reference ZG2023/0854/HPA, 1 Wentdale, Little Smeaton WF8 3LX. Replace existing roof with attic trusses to form rooms in the roof space and increase the height of the boundary wall to the front elevation.

7. Review of Policies and Procedures

7.1 Discuss progress of reviews to the policies and procedures to date.

8. Trees Inspection

8.1 Chair preparing a report on progress of the tree inspection.

9. Street Lighting

9.1 Deferred to the January 2024 meeting.

10. Updated Emergency Plan will be presented to councillors to approve.

Councillors to note that the updates are simple changes of some names and contact details.

11. Campaign to Lobby NYC about Current Work on the A1

11.1 Councillors to discuss their concerns re heavy traffic on the A1 diversion route through Little Smeaton.

- a. speeding and safety [this allows discussion on escapee horses].
- b. the deteriorating condition of the road surface.

Councillors to consider what actions to take and potentially share their concerns with Kirk Smeaton Councillors

12. Bus shelter.

12.1 Councillors to note breakage of end pane of glass of the bus shelter in July and clearing of debris already carried out by Cllr Hancock.

12.2 Decision to be made on replacement - which is responsibility of Parish Council, not North Yorkshire.

13. Update on the Complaint from Previous Tenant at Hillside Cottage

13.1 Cllr Atkinson to report on the outcome of the investigation carried out in regards to this.

13.2 Response to public questions raised at July meeting.

14. Correspondence Received

15. Matters for inclusion on the next agenda

16. Date of next meetings:

08 November 2023

17 January 2024

20 March 2024

.... May 2024 Annual Parish Meeting and Annual Meeting of Council

Approval of accounts for 2023/4

17. Hillside Cottage.

17.1 Resolution to move to Private Session

By virtue of Hillside Cottage being owned by LSPC; discussion may include commercially sensitive information regarding contractors and/or data relating to the tenants which is, and who are, subject to data protection.

Resolution must be proposed and seconded, and minuted accordingly.

17.2 Update on the sale of the cottage.

17.3 Councillors to note that Full deposit has been received in the bank account following application to the Tenancy Deposit Scheme.

17.4 Consider how to invest/record monies from the sale of Hillside Cottage.