

Little Smeaton Parish Council

AGENDA

Little Smeaton Parish Council meeting 15th September 2021

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 council's 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

To confirm the minutes of the meeting held on 21st July 2021, and to sign as a true and correct record.

4. Matthew Brown Selby District Council, Sustainable Housing

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

6. Financial Matters

6.1. To hear confirmation from Councillor Hancock that the bank reconciliations as at 1st September 2021, has been checked and signed as true and correct.

6.2 To hear from Councillor Hancock with regards to the current Internal Control audit.

6.3 The current finance sheet as at 1st September 2021, to be signed as a true and correct record.

6.4 To receive the Budget and Anticipated Income and Expenditure reports as at 1st September 2021

6.5 To receive the VAT spreadsheet as at 1st September 2021

6.6 To note the payment and repayment of £87.13 made in error from the Little Smeaton Parish Council current account on the 27th July 2021 and the 6th August respectively.

6.7 To approve future payment of:

- £150.00 to NYCC for the grit bin on Mount Pleasant. Budget and spend agreed at PC meeting 15th July 2021. Budget line D (£2980.00)

6.8 To approve future budget and spend of:

- £86.40 to Play Safety at ROSPA for the playground inspection during September. Budget line H (£90.00)

6.9 To approve future budget, spend and payment of:

- £81.84 to Lofthouse & Co. for professional charges relating to the previous employment of a Clerk. Budget line S Payroll support (£53.76) shortfall of £28.08 or 52.23%
- £25.00 to Smeaton Community Room for hire of the meeting room. Budget line P. Currently there remains £31.22 in this budget. No invoice has, as yet been received for booking the room in July. However, by the end of the financial year the cost of hiring the room is expected to be £125. There is, therefore, a shortfall of £93.78.
- £33.78 to JRB Enterprise Ltd for dog poop bags. Budget line K. (£70.62)

6.10 To approve the allocation of:

- £93.78 to Room Hire budget line P from the excess carry forward. (Carry forward £6394.63, expected to be £5,000.00. £600.00 transferred following May 4th meeting, and a further £400 following the July 15th meeting leaving £394.63 excess.)
- £28.08 to Payroll support, budget line S from the excess carry forward. (Carry forward £6394.63, expected to be £5,000.00. £600.00 transferred following May 4th meeting, and a further £400 following the July 15th meeting leaving £394.63 excess.)
- £1000.00 to Playground Maintenance, budget line I (Contribution from NYCC Councillor Location Budgets) from Non Recurring Income

7. Playground Maintenance:

7.1 To review progress made on the funding of and maintenance of the playground and agree next steps.

7.2 To receive the inspection report from Councillor Atkinson, including the remaining responses to COVID and consider next steps.

7.3 To receive the ROSPA playground inspection report, if available

8. Grounds Maintenance:

To review progress made on the maintenance of the grounds and agree next steps

9. Christmas Decorations:

To consider possible decorations for Christmas and agree next steps

10. Sustainable Heating/Green project

To consider next steps.

11. Light on Chapel Lane

To consider the report (if available) concerning the Parish Council owned light on Chapel Lane and agree next steps.

12. Queens Platinum Jubilee 2nd June 2022

To consider possible tree planting and lighting a beacon.

13. Finance committee.

To consider the need for a finance committee. Item deferred from PC meeting on the 10th March 2021.

14. Camping on Cross Hills.

To consider whether any actions are require following a recent incident of overnight camping on Cross Hills.

15. Sustainability for the Emergency Plan.

Consideration of any actions needed to sustain or update the current emergency plan post the Coronavirus restrictions. Item deferred from the PC meeting on the 13th January 2021

16. Local Government reorganisation

To receive a verbal update on the proposed Local Government reorganisation.

17. Review of policies

- Data Audit

- Data Retention
- Data Protection
- General Privacy Notice
- Councillors and Employees Privacy Notice
- Security Incident Log and Policy

18. Quarry Lane

Review progress towards 40mph on Quarry Lane

18. Highway Drainage on New Road and Main Street

Update on the NYCC highways project to improve drainage on New Road and Main Street.

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

- Honeysuckle Cottage, reapplication received. No further comments sent.

20. Correspondence Received

21. Matters for inclusion on the next agenda

22. Date of next meetings:

17th November 2021, 19th January 2022, 16th March 2022

23. In Private Session

Hillside Cottage

23.1 To review progress made on the maintenance of Hillside Cottage and agree next steps

23.2 To review current agents performance and consider whether to change