

Little Smeaton Parish Council

AGENDA

Little Smeaton Parish Council meeting 19 July 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 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

3.1 To confirm the minutes of the meetings held on 17 May and 22 June 2023

3.2 To review 'actions agreed' approved at the previous meetings held on 17 May and 22 June 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 30 June 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 30 June 2023 to be signed as a true and correct record.

5.4 To receive the budget report as at 30 June 2023. Cllr Atkinson to report any further amendments required. [enclosed]

5.5 To receive the VAT spreadsheet as at 30 June 2023.

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 £125.14 Yorkshire Water Bill for Hillside Cottage.

5.8 Approve budget, spend and pay for up to £30 for hire of the community room for the meeting on 19/7/2023.

5.9 Approve budget, spend and pay for Council tax bill for Hillside Cottage due on 01/08/2023 for £237.64 and £238.00 due on 01/09/2023.

5.10 Approve budget, spend and pay for black ink cartridge for £24.48.

5.11 Approve budget, spend and pay *E-on* electricity bill for Hillside Cottage per agenda item 14.5

6. D Day 80 Anniversary – Lighting the Beacon

6.1 YLCA have passed on a message from the Prime Minister encouraging communities to take part by lighting a Beacon at 9.15pm on 6 June 2024 representing the 'light of peace' that emerged from the darkness of war on the D Day 80 Anniversary that is taking place on 6 June 2024. Councillors to agree whether to take part or not.

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

8. Review of Policies and Procedures

8.1 Councillors to agree programme of review dates to be spread throughout the year. *Note. This is excepting the policies which must be reviewed at the Annual Meeting in May*

9. Trees Inspection

9.1 Cllr Ivey to report on progress of the tree inspection plan.

9.2 Councillors to agree a programme for tree safety inspection and direct the clerk to obtain quotes.

10. Street Lighting

10.1 Cllr Atkinson to report to the meeting on any updates.

11. Correspondence Received.

11.1 Suggestion from a resident to install full size cardboard traffic cop with a speed gun, as a temporary message to combat speeding?

11.2 Video received from a resident showing severe flooding on Main Street caused by heavy rain on 4th July. Cllr Atkinson to report on subsequent correspondence with Highways North Yorkshire.

11.3 The Council has received a written complaint regarding alleged conduct at the previous meeting. The letter has been acknowledged. In order to comply with the Parish Councils' complaints policy and procedure, Councillors will consider the complaint at the meeting and if considered necessary will set up a separate committee to investigate the complaint further.

If the complainant requests it, and/or by agreement with councillors present, this item may be moved to Private Session.

12. Councillors to agree on matters for inclusion on the next agenda

13. Date of next meetings:

20 September 2023

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

14. Hillside Cottage.

14.1 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.

Following the decision made by councillors at the meeting held June 22nd 2023 to offer the cottage for sale along with plot of land marked 2 on land registry map, Councillors will....

- 14.2** Agree a more accurate boundary for the plot which is marked 2 and surrounds the property known as Hillside Cottage. *Plan presented at meeting.*
- 14.3** Agree which estate agent to use from 3 quotes/estimates received and mandate the Clerk and one Councillor to brief chosen Estate Agent accordingly
- 14.4** Request the Clerk to arrange grass cutting immediately prior to Estate Agent taking photographs for marketing purposes.
- 14.5** Mandate the Clerk and one Councillor to negotiate as necessary with E-on, who continue to submit large bills for payment despite no electricity having been used since early May 2023.
- 14.6** Mandate the Clerk, in consultation with Chair and Vice Chair, to proceed with all/any other details to expedite the sale of Hillside Cottage.
The Clerk to log any extra hours spent on this project, in order to be properly remunerated.
- 14.7** Clerk to give update re progress on Tenancy Deposit Scheme.
- 14.8** Cllr Atkinson to report on research carried out at both West and North Yorkshire Archive offices.

CLOSE OF MEETING.