

Little Smeaton Parish Council

Old Fox Cottage,
Main Street,
Little Smeaton,
WF83LF

8th November 2021

Dear Councillor,

You are summoned to attend the Little Smeaton Parish Council meeting on 17th November 2021 to be held at 7.00pm at the Community Rooms, Kirk Smeaton.

AGENDA

Little Smeaton Parish Council meeting 17th November 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 meetings held on 15th September 2021 and the 28th October 2021, and to sign them as a true and correct record.

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

5. Financial Matters

5.1. To hear confirmation from Councillor Hancock that the bank reconciliations as at 1st November 2021 has been checked, and to be signed as a true and correct record.

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

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

5.4 To receive the Budget and Anticipated Income and Expenditure reports as at 1st November 2021. Please note, budget line D Grounds Maintenance remaining budget incorrectly reported to meeting on 28th October 2021. Correct amount £383 remaining.

5.5 To receive the VAT spreadsheet as at 1st November 2021

5.6 To sign the Contractual Payments List

5.7 To approve future payment of:

- £455.18 to Wicksteed Ltd for Rope Causeway, Budget line I £1669.55, £1290.59 remaining. Budget and spend agreed at meeting on 15th September 2021
- £780.00 to DCM surfaces for resurfacing of the playground, Budget line I £1669.55, £1290.59 remaining. Budget and spend agreed at meeting on 15th September 2021
- £86.40 to Play Safety at ROSPA for playground inspection, Budget line H £90.00. Budget and spend agreed at meeting on 15th September 2021

5.8 To approve future budget, spend and payment of:

- £122.40 to Wix for website hosting. Budget line M (Web Site) £158.28 (£35.88 remaining)
- £35.88 to Wix for registering and hosting our domain name, Budget line M (Web Site) £158.28 (nil remaining)
- Up to £40.00 for Antivirus software, Budget line M (Web Site) £158.28 Shortfall of £40.00
- £64.50 to JRB Enterprise Ltd for 2 x Dog Poop Bags, Budget line K (Dog poop dispensers and bags) £168.90, £36.30 remaining Shortfall of £28.20
- £46.17 to Chris Smart, for Defibrillator pads, Budget line W (Defibrillator) £70.
- Up to £100 for Christmas Tree, Budget line F £1020. (£422.17 remaining)

5.9 To approve the allocation of:

- £40.00 to budget line S (Web Site) from the excess carry forward. (Carry forward £6394.63, expected to be £5,000.00. £600.00 transferred following May 4th meeting, a further £400 following the July 15th meeting and a further £121.86 following the September 15th meeting leaving £272.77 excess.)

- £28.20 to budget line K (Dog poop dispensers and bags) from the excess carry forward. (Carry forward £6394.63, expected to be £5000.00. £600 transferred following May 4th meeting, a further £400 transferred following the July 15th meeting and £121.86 following the September 15th meeting leaving £272.77 excess)
- £2681.00 from non-recurring income to budget line I Playground maintenance.

5.10 To consider the first draft of the budget for 2022/3, and make changes as appropriate.

6. Playground Maintenance:

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

6.2 To receive the ROSPA playground inspection report, and consider next steps as required.

7. Grounds Maintenance:

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

8. Grass Cutting Contract Review

To review the Grass Cutting Contract for 2022, including the promotion of wild flowers, the protection of wildlife and the collection of remaining grass.

9. Christmas Decorations:

To note the purchase of decorations for Christmas and agree next steps.

10. Affordable Housing

To consider the information provided about Affordable Housing and decide whether we wish to support the establishment of this project in LS.

11. Sustainable Heating/Green project

To consider next steps, and note correspondence received.

12. Light on Chapel Lane

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

13. Queens Platinum Jubilee 2nd June 2022

To consider possible tree planting

14. Sustainability for the Emergency Plan.

To note the response from KSPC and to consider next steps.

15. Extension to Quarry.

Verbal update from Chairman

16. Quarry Lane

Review progress towards 40mph on Quarry Lane

16. Highway Drainage on New Road and Main Street

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

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

- Planning Application to infill bridge on Stubbs Lane. Comments sent:
“We have commented previously that we wish to have confirmation that they will do one bridge at a time – essential for access to Friendship Estates at Stubbs Walden. We are also concerned at how they are going to access the bridge to do the work. Will our residents on Stubbs Road be subject to noise, dust and restricted access? How long is it going to take?”

18. Correspondence Received

19. Matters for inclusion on the next agenda

20. Date of next meetings:

19th January 2022, 16th March 2022

21. In Private Session due to commercial confidentiality

Council Property

21.1 To review progress made on the maintenance of a council property and agree next steps

21.2 To note the concerns raised about the agents' performance, the letter sent to the Managing Director, and arrangements for meeting with her to resolve the difficulties.