

Little Smeaton Parish Council

Old Fox Cottage,
Main Street,
Little Smeaton,
WF83LF

9th March 2022

Dear Councillor,

You are summoned to attend the Little Smeaton Parish Council meeting on 16th March 2022 to be held at 7.00pm at the Community Rooms, Kirk Smeaton.

AGENDA

Little Smeaton Parish Council meeting 16th March 2022

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 12th January 2022, and to sign 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 March 2022, has 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 1st March 2022, to be signed as a true and correct record.

5.4 To sign the Contractual Payments List

5.5 To receive the Budget and Anticipated Income and Expenditure reports as at 1st March 2022

5.6 To receive the VAT spreadsheet as at 1st March 2022

5.7 To approve future budget, spend and payment of:

- Up to £30 for wildflower seeds for Cross Hills. Budget line D (Grounds Maintenance £3815.00). Currently there remains £383.00 in the budget
- Up to £40.00 for rose fertilizer for the trees on Cross Hills. Budget line D (Grounds Maintenance £3815.00). Currently there remains £383.00 in the budget.
- £261.60 for dog poop bags. Budget line K (Dog poop dispensers and bags) £280.00 approved for the 2022/23 budget. To be purchased in early April 2022. NB KSPC have decided not to purchase bags jointly on this occasion.
- £90.00 to Moss Pest Control for the removal of moles. Budget line D (Grounds Maintenance £3815.00) Currently there remains £383.00 in the budget

5.8 To approve future budget and spend

- for the beacon on Cross Hills for the Queen's jubilee. Exact amount unknown but the 2022/3 budget for the jubilee (Grounds Maintenance £1800) includes £600 for the jubilee of which £294.79 remains.

5.9 To approve future payment of:

- £26.52 (budget and spend agreed at the meeting on the 15th November 2021) to Wicksteed for the replacement clamp. Budget line I (Playground Maintenance, £4350.55) £2736.41 remaining.
- £2766.74 (budget and spend agreed at the meeting on the 15th November 2021) to Wicksteed for the ravine rope walk, to be paid once the rope has been delivered. Budget line I (Playground Maintenance, £4350.55) £2736.41 remaining. Shortfall £56.85 as the grant does not cover VAT which amounts to £461.12 for this purchase. However, the grant from Selby District Council was for £2681.00 which is £375.38

more than the eligible spend and we may, therefore, be required to repay this sum to Selby District Council. However, this will not take place until 2022/3 financial year.

- £180.00 to Marcus Taperell Tree Surgery for the removal of saplings on Hodge Lane. Budget and budget and spend approved at meeting on the 28th October 2021. Budget line D (Grounds Maintenance £3815.00), Currently there remains £383.00 in the budget.
- £550 (budget and spend agreed at the meeting on the 17th November 2021) for replacement of the wooden fence at Hillside Cottage. Budget line E (Property Maintenance, £3326.40). Currently £186.40 remaining, plus £830 (see below), so £1016.40 in the budget.

5.9 To note the payment of:

- £305.21 for bunting etc. for the Queen's Jubilee. Budget of £600.00 previously agreed for budget line D (Grounds Maintenance) in the 2022/3 budget. Purchase bought forward to ensure availability. Affordability and Authority to spend signed by all Councillors, authority to pay signed by Chair and Clerk. This payment leaves a shortfall of £172.21 in line D Grounds Maintenance in this year's budget.
- £455.18 to Wicksteed for the Rope Walk, paid on the 3rd January 2022, following the delivery of the correct rope (payment authorised on the 17th November). However, when budget and spend authorised on the 15th September 2021, the amount was not noted.

5.10 Budget Allocation.

- To approve the allocation of £830 to budget line E from Non-Recurring Income, to allow for the transfer of the bond from Number 1 Letting Agents to TDS as agreed and as required by legislation.
- To approve the allocation of £262.21 to budget line D Ground Maintenance from budget line Y, (Contingency, £400) to cover the shortfall identified due to the purchase of bunting etc. for the Queen's jubilee.
- To approve the allocation of £56.85 to budget line I Playground Maintenance from budget line Y, (Contingency, £400) to cover the shortfall identified due to the cost of VAT not covered by the grant.

6. Grass Cutting Contract

To receive tenders for the Grass Cutting contract 2022, and to resolve to whom to award the contract.

7. Hanging Baskets

To consider quote received for hanging baskets in 2022, and to decide how many to order.
Budget for 2022/3 £990.00. Quote received for 13 baskets £897.00

8. Railway Bridge on Stubbs Road

9. Damage to River bank opposite Hillside Cottage

10. Fly tipping.

11. Playground Maintenance:

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

12. Grounds Maintenance:

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

13. Sustainable Heating/Green project

To consider next steps.

14. YLCA arranged meeting with the Police, Fire and Crime Commissioner to be held on 26th May.

To discuss possible questions for the PFCC.

15. Crime Prevention

To consider any further steps to be taken.

16. Election 2022

To receive a report from the Clerk regarding the election to be held on the 5th May and note actions required.

17. Queens Platinum Jubilee 2nd June 2022

To hear from the Events Team.

18. Clerk's appraisal and objectives for 2022/3

To hear from Councillor Atkinson the headlines from the Appraisal meeting held with the Clerk and the proposed objectives for 22/23.

19. 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.

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

18. Correspondence Received

19. Date of next meetings:

18th May, 13th July, 7th September and 9th November 2022.

20. In Private Session

Hillside Cottage

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