

Whitley Parish Council

Agenda for the Meeting to be held on 16/01/2018

At Whitley & Eggborough School

1.0 At 7.30pm The Chairman to welcome all present

2.0 Open Public Forum (OPF) – Maximum **total** time for the session 15 minutes. Each speaker should respect that there may be others who wish to speak and therefore be concise with their comments to ensure everyone's issues can be addressed in the time allotted.

- That the Chairman of the council will control the public session and that his decisions upon proceedings at this part of the meeting are final. The Chairman will seek to identify who wishes to speak by a show of hands when opening the OPF.
- That good manners and respect are expected during the session.
- Questions raised by members of the public during this session cannot be formally addressed by Councillors nor can any decisions be made.
- Comments made in this session will be noted and will not form part of the official Minutes.
- Any detailed questions that members of the public wish to be discussed at a meeting should be in writing either emailed to the Clerk at: clerk4whitleyipc@gmail.com or posted to: The Clerk, 20, Blackthorn Close, Whitley, DN14 0GE **at least 10 days** before the meeting date. The decision as to what items appear on the Agenda is that of the Clerk in consultation with the Councillors.

2.1 Close Public Forum and Open Parish Council meeting.

2.2 Election of Chairman. Due to the absence of the Chair a Chairman needs to be appointed.

3.0 Record Councillors in attendance and sign attendance record.

4.0 Apologies for absence

5.0 Disclosure of Interest

6.0 Minutes of meeting on 21st November 2017

6.1 To be agreed as a true record & signed by the Chairman

7.0 Appointment of Parish Councillor. Nomination and appointment of Parish Councillor.

8.0 To receive information on the following ongoing issues and decide further action where necessary:

8.1 Tree Line Blackthorn Close to Lee View: Confirmation of satisfactory completion of work by Huw Forestry on Daffodil Fields. **Action Required:** Approval to make payment for work completed

8.2 Rosslyn land owned by Selby Council: Cllr. Walton – review of the current status in enquires over the ownership of the parcel of land. **Action Required:** Receive the information, to discuss and resolve any necessary action(s).

8.3 Christmas Lights: Update on the issue arising following the tree lighting ceremony.

8.4 Appeal by Heathcoates Care: Review of further actions and representations necessary in anticipation of the Public Hearing.

8.5 Overgrown trees on canal bridge: review current situation in request for tree cut back and identifying who is responsible for tree management. **Action Required:** Receive information

8.6 Replacement of litter bin: Approval of replacement of litter bin: **Action Required:** Review and agree purchase.

9.0 Correspondence received:

(Items received and not circulated to Councillors prior to the meeting – Chairman to request details from the Clerk)

9.1: Various Magazines: Clerk to circulate to Councillor as per circulation list.

10.0 Council Finance & Administration.

10.1 RFO Report as of 14 November 2017

Bank/Account	Income since 1 st April 2017	Expenditure since 1 st April 2017	Of which is 106 expenditure	Current Balance	Notes/Comments
Co-op Business Select Instant Access	(Old acc.) 567.25 (New acc.) 2.54 569.79	Nil	Nil	Nil	Account closed balance transferred to Santander
Co-op Current	Nil	Nil	Nil	Nil	Account closed balance transferred to Santander
Santander Deposit	72.94	Nil	Nil	78,465.44	Interest paid monthly
Santander Current Account (Cash Book)	15,088.31	13,625.99	3,367.30	1,463.22	No interest
Total Bank Balances				<u>79,928.66</u>	
Less following funds:					
Protected 106 funds		3 x Play areas/ROS and the Tree Lines.		60,007.80	
Other protected funds		A19, WHS Defibrillator fund		3,144.65 355.00 <u>69.60</u> 3,569.25	
Total Protected funds				63,577.05	
PC Reserve Funds		Legal Action and Complaints against the Council. Future Development and Facility Provision –Buildings. Future Development and Facility Provision – ROS. Future Development and Facility Provision -Nature Reserve. Unexpected/unforeseeable expenditure.		12,401.40	
Total protected/reserve funds				75,978.45	
Balance:					
Unprotected funds available to the Council		Current account balance + 106 Funds available to transfer		1,463.22 <u>3,367.30</u> 4,830.52	Does not include cheques payable below at 9.2

10.2 Accounts Payable:

Cheque No.	Payable to:	Amount: £
22384	HUW Forestry – Daffodil Fields – 106 Funds	1,390.00
22385	Huw Forestry – cheque cancelled replaced with 22394	
22396	JR&L Taylor	300.00
22397	Vision ICT – website hosting and support	246.00
22398	J R Hunter – net salary	268.74
22399	Bedford Mower	374.40
Total		2,579.14

10.3 Accounts Payable retrospectively:

Cheque No.	Payable to:	Amount: £
22386	SLCC – Data Protection Webinar	126.00
22395	P&D Pubs Ltd	250.00
22394	Ben Jenkins t/a Huw Forestry – replace 22385 above	450.00

11.0 2018-19 – Budget

11.1 Budget: Presentation and approval of budget for the year 2018-19 and determination of the amount of the precept application. **Actions Required:** Review, resolution and agreement of the amount of the precept.

12.0 Recreational Open Space in Whitley

12.1 ROS and Play Area Inspection reports: To update on quote from HAGS Ltd for the repair of the items reported in their inspection report. **Action Required:** Receive the information, to discuss and resolve any necessary action(s) and authorising any payment(s).

12.2 Resignation of chairman of Allotment Association: Update of current status of the management of the Allotment Association. **Action Required:** Determination of any necessary support.

12.3 Parks and Ground Maintenance: Review of the performance of Bedford Mowing and consideration of options for next year. **Action Required:** Agree on approach to Parks and Ground maintenance and nominated contractor for the 2018 growing season.

12.4 Other issues or matters to report: Any concerns or maintenance issues that may need addressing in the future.

13.0 Data Protection Act.

13.1 Data Protection Act: Summary of the legislation and practical issues arising out of the General Data Protection Act coming into force 25 May 2018. **Action Required:** Receive information and agree appointment of Data Protection Officer.

14.0 A19 Safety matters:

14.1 Speed Camera Data: Data to be presented and reviewed on a quarterly basis; next statistics due for review at council meeting on 20th February 2018.

15.0 A.O.B.

15.1 Minor items, items for future agenda or delegated to clerk. – Time limit will apply

16.0 Confirm the date, time and place of next meeting.

16.1 Next Parish Council Meeting: Tuesday 20th February at 7.30pm, Whitley & Eggborough School.

17.0 Closure of meeting.

17.1 Chairman to close the meeting.

John Hunter

John Hunter,
Whitley Parish Clerk/RFO
10th January 2018