

Whitley Parish Council

Agenda for the Meeting to be held on 21/05/2019

At Whitley and Eggborough School Annex Building

1.0 Following the Annual Parish meeting 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.

3.0 Record Councillors in attendance and sign attendance record.

4.0 Apologies for absence.

5.0 Disclosure of interest: Register of interest forms and guidance on completion.

6.0 Minutes of the meeting on 30th April 2019

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

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

7.1 Return of Councillor expenses: Distribution of forms for signature.

7.2 Whitley Community Group: update of review of information

7.3 Gale Common Extraction Proposal: Update on further action to date.

7.4 Gale Common Motor Cross: Progress of enforcement application to Selby Council

8.0 Correspondence received: (Items received and not circulated to Councillors prior to the meeting – Chairman to request details for the Clerk)

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

9.0 Planning Matters: To receive information concerning new applications and update on decisions from Selby District Council Planning

9.1 Applications received, and Decisions made: Update on further planning applications and decisions.

10.0 Council Finance & Administration

10.1 Exemption from External Audit: To certify Whitley Parish Council is exempt from external audit for the fiscal year 2018/19.

10.2 Annual Internal Audit Report for 2018/19: To note the Annual Internal Audit Report for 2018/19 included at page 4 of the Annual Governance and Accountability Return 2018/19.

10.3 Annual Governance Statement 2018/19: To approve section 1 – Annual Governance Statement 2018/19 for Whitley Parish Council on page 5 of the Annual Governance and Accountability Return 2018/19.

10.4 Publication of Documents 2018/19: To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities.

10.5 Local Council Insurance Renewal: Receive information regarding renewal of insurance policy due 1st June 2019.

10.6 RFO Report as at 21st May 2019:

Bank/Account	Income since 1 st April 2019	Expenditure since 1 st April 2019	Of which is 106 expenditure	Current Balance	Notes/Comment
Santander Deposit	73.69	1,000.00	Nil	72,548.14	Interest paid monthly
Santander Current Account (Cash Book)	5,600.00	2,131.09	260.00	3,951.51	No interest
Total Bank Balances				<u>76,499.65</u>	
Less following funds:					
Protected 106 funds		3 x Play areas/ROS and the Tree Lines.		52,544.45	
Other protected funds		A19, WHS Defibrillator fund		3,144.65 355.00 <u>69.60</u> 3,569.25	
Total Protected funds				56,113.70	

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			68,515.10	
Balance:				
Unprotected funds available to the Council		Current account balance + 106 Funds available to transfer	<u>7,984.55</u>	Includes cheques payable in 10.7

10.7 Accounts Payable:

Cheque No.	Payable to:	Amount: £
22366	BHIB Limited – insurance renewal	665.27
22367	P Harrison – internal audit	57.80

10.8 Accounts Payable retrospectively:

Cheque No.	Payable to:	Amount: £

10.9 Dates of Council Meetings for 2019/20: Receive information and confirm date of Council meetings for 2019/20.

10.10 Councillor Contact Details: Update on councillor contact details on Whitley Parish website and Selby District Council website.

10.11 Bank Mandate & Cheque Signatories: Review of current status of bank mandate signatories.

- 11.0 Recreational Open Space in Whitley:**
 - 11.1 ROS and Play Areas:** Update on state of Play Areas and safety inspection.
 - 11.2 Parks and Verges:**
 - 11.2.1** Review of grass cutting frequency and schedule
 - 11.2.2** Christmas Tree at George and Dragon – update on progress
 - 11.2.3** Repair of bins on Learning Lane and Daffodil Park
 - 11.2.4** Notice Board for Daffodil Park
 - 11.3 Repair / Maintenance of Underpass:** update on discussions with North Yorkshire Highways
 - 11.4 Replacement of bench on Whitfield Lane:** procurement of replacement bench
 - 11.5 Other issues or matters to report:** Any concerns or maintenance issues that may need addressing in the future.
- 12.0 A19 Safety matters:**
 - 12.1 Speed Camera Data:** Update on the provision of replacement VAS speed camera.
 - 12.2 Resurfacing of A19:** review of state of resurfacing and quality of work and feedback to NYCC.
- 13.0 A.O.B**
 - 13.1** Minor items, items for future agenda or delegated to clerk – time limit will apply.
- 14.0 Confirm the date, time and place of next meeting:**
 - 14.1 Next Parish Council Meeting:** Tuesday 18th June at 7.00 pm Whitley and Eggborough CP School.
- 15.0 Closure of meeting:**
 - 15.1 Chairman to close meeting.**

John Hunter,
Whitley Parish Clerk/RFO
16th May 2019