

Whitley Parish Council

Agenda for the Meeting to be held on 21/11/2023 At Whitley and Eggborough Children's Primary School – Main School Hall

1.0 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: clerk4whitleypc@gmail.com or posted to: The Clerk, 4, Grove Park, Calder Grove, Wakefield, West Yorkshire, WF4 3BZ **at least 3 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.

4.0 Apologies for absence.

5.0 Disclosure of interest:

6.0 Minutes of the meetings on 24th Oct 2023.

- 6.1 Minutes of Council Annual and Parish Meetings to be agreed as a true record and approved for signature by the Chairman following the meeting.

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

7.1 New Parish Councillor: Welcome of new Councillor onto Whitley Parish Council.

7.2 Precept and Budgets 2024-25: Approval of budget and precept for 2024-25

7.3 Trees in Daffodil Park & Lee View: Update on the management of tree line in Daffodil Park and Hazel Thicket in Lee View

7.4 Drainage in Daffodil Park: Review of project for the installation of drainage in Daffodil Park

7.5 Christmas Tree: Consideration of options for the provision of Christmas Tree at the George & Dragon.

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

8.1 Emails and correspondence: Clerk to circulate to Councillor as per circulation list.

8.2 Social Media: summary of communication on social media platforms Facebook, Whitley Community etc.

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 RFO Report as at 21/11/2023:

Bank/Account	Income since 1 st April 2023	Expenditure since 1 st April 2023		Current Balance	Notes/Comment
Santander Deposit	112.65			15,325.77	Interest paid monthly
Santander Current Account (Cash Book)	17,323.18	11,788.02		5,535.16	No interest
Total Bank Balances				20,860.93	
Less following funds:					
Allocated Funds		Surplus from Crossing Drainage Daffodil Field		1,798.71 12,230.00	
Total Allocated funds				14,028.71	
Parish Council Bank Funds		-Future Development and facility provision –Buildings, ROS & Nature Reserve -Public Liability Insurance -Clerk Remuneration -Donations -Management costs -Repairs -Unexpected/unforeseeable expenditure.		6,832.22	
VAT due for reclaim				2,361.70	
Total Unallocated Parish Funds				9,193.92	

Review of cash flow & VAT

10.2 Accounts Payable:

Cheque No.	Payable to:	Amount: £
22554	J R Hunter – Clerk Salary	494.30
22555	HMRC – PAYE	123.60
22556	S Cole – reimbursement for Remembrance Wreath	25.00
22557	K Walton – Christmas Parcel for Over 80's	400.00
22558	George Fillingham – grass cutting final quarter Aug to Nov	1,800.00
22559	Compost Bin for allotments	660.00

10.3 Accounts Payable retrospectively:

Cheque No.	Payable to:	Amount: £

11.0 Recreational Open Space in Whitley:

11.1 Parks and Verges:

11.1.1 Parks & Playground Maintenance: review of park and playground maintenance and improvements:

11.1.2 Community Payback Scheme: Relationship with community payback team.

11.1.3 Verge cutting status of verge cutting.

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

12.0 A19 Safety:

12.1 Update on vehicle speeds in the village and review of data collected from VAS.

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 16th January 2024 at 7.00 pm.

15.0 Closure of meeting:

15.1 **Chairman to close meeting.**

John Hunter,
Whitley Parish Clerk/RFO
21/11/2023