

# Askham Bryan Parish Council

Annual Parish Council Meeting to be held on Thursday 19 May 2022 at 7pm in the in the Village Hall

## AGENDA

1. To elect the Chair of the Council for the ensuing year.
2. To elect the Vice Chair of the Council for the ensuing year.
3. Committee Structure, to note the current membership of the Natural Environment Committee and to consider membership of an Entertainments Committee
4. To receive and approve where requested apologies for absence.
5. To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interests and to receive and consider any applications for dispensation.
6. Public Participation.
7. To **approve & sign the minutes** of the meeting of the Parish Council held on 21<sup>st</sup> April 2022
8. **Planning Matters**
  - a) **Planning Applications Received**
    - i. 22/00799/TCA - 109 Main Street - Prune 1no. Acer in a conservation area. Clerk replied using delegated authority – no objections.
  - b) **Planning Decision Notices Received**
    - i. 21/02531/FUL - 14 Church Close - Single storey rear extension – no objection from Local Planning Authority subject to conditions.
9. To receive the **North Yorkshire Police Crime Report**
10. Ward Councillor's Report
11. **Annual review of documents.**

To consider a quarterly programme of reviewing Parish Council policies and documents (Standing Orders, Code of Conduct, Privacy Policies, Natural Environment Committee Terms of Reference, Risk Assessment Schedule, Social Media Policy and Disciplinary and Grievance Policies.
12. **Other Matters**
  - 12.1 Redevelopment of the Recreational Area – update on progress since the last meeting
  - 12.2 To consider a quotation for addressing the concerns arising from the Annual Playground Inspection
  - 12.3 To consider a quotation of £120 + VAT for the triannual tree inspection
  - 12.4 To consider quotations for the removal of the trees in the recreational area.
  - 12.5 To consider a quotation for installation of a chicane access to the Recreation Area and changes to the entrance and to consider a quotation for installation of gate and the bollards.
  - 12.6 To consider adoption of a programme of works
13. To consider **financial issues** as below
  - 9.1 Report of invoices to be paid.
    - Clerk's Salary 01/04/2022 to 30/04/2022 plus deductions payable to HMRC
    - Tree Work - Alastair Downie - cutting up the fallen tree in the Recreational Area - £55
  - 9.2 Review of automated payments.
  - 9.3 To note that the Internal Auditor came on 12<sup>th</sup> May 2022 and to receive her report.

- 9.4 To note that the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2021 and to consider a resolution that the Chair and the Responsible Financial Officer sign the Certificate of Exemption noting that information required by Regulation 15 (2), Accounts and Audit Regulations 2015 be published on the authority website before 1 July 2021.
  - 9.5 Formal approval of the 2021/22 Annual Governance Statement (AGAR 2021/22 Part 3).
  - 9.6 Formal approval of Accounting Statements 2021/22.
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- 14. To consider **Correspondence** received by the Clerk since the last meeting and agree further action where necessary (368-374) and to report on any posts made on Facebook.
  - 15. To receive the Action Tracker and note progress of previously agreed actions.
  - 16. **Dates of 2022 meetings.**  
16<sup>th</sup> June 2022, 21<sup>st</sup> July 2022, 18<sup>th</sup> August 2022, 15<sup>th</sup> September 2022, 20<sup>th</sup> October 2022 and 17<sup>th</sup> November 2022. All to be held at the Village Hall at 7pm.