

WOMERSLEY PARISH COUNCIL

Clerk: Ms Sue Coles, 2 Field View Cottages, Purston, Pontefract,
West Yorkshire. WF7 5LL.

Telephone: 01977 799729. Email: parishclerk@womersleyparishcouncil.gov.uk

21st June 2021

Dear Councillor

COUNCIL MEETING

You are summoned to a **meeting** of **Womersley Parish Council** to be held in The Courtyard on Monday 28th June 2021 at 7.00pm.

Sue Coles

PARISH CLERK

Meetings are open to the press and public except for any item labelled as Part 2 under the Public Bodies (Admission to Meetings) Act 1960.

Press and public may not speak when the council is in progress; when councillors are discussing council business; when councillors are in the process of decision making.

- Any parishioner (listener) is entitled to attend this meeting, make any comments on agenda items and raise any matters or concerns of community interest they may have with the Parish Council.
- Any questions **must** be written and received by the Clerk **5 working days before the meeting** so that correct answers may be sought and given
- Listeners' comments will be taken during **public forum** before the council meeting begins.
- **Comments** relating to matters on the **agenda** will be taken first. The **total time** for this is restricted to a **maximum of 15 minutes**.
- Electors may also speak at the end of the meeting and this will be for information only
- Decisions cannot be made at this meeting on items not on the agenda.
- Councillors are reminded to make any declarations of interest on any items not covered in their submitted declarations of pecuniary interest.

AGENDA

27/06/21 WELCOME TO ALL AND APOLOGIES RECEIVED IN ADVANCE OF THE MEETING.

To **RESOLVE**: the approval of the reason given for absence.

28/06/21 PUBLIC FORUM

- Public present to make any comments on agenda items and raise any matters of community interest or concern. Councillors must not engage in any discussion with resident or answer any questions.
- Council to receive written comments from residents, hard copy or email, for information only.

29/06/21 CO-OPTION OF COUNCILLOR

The Clerk has received an application from Mr Martin Ainsworth. Members are asked to consider his application and if agreed **RESOLVE** his Co-option to the Parish Council.

30/06/21 TO SIGN DECLARATION OF ACCEPTANCE OF OFFICE AND CODE OF CONDUCT

31/06/21 DECLARATIONS OF INTEREST

32/06/21 MINUTES OF PREVIOUS MEETINGS

To approve and sign the Minutes of the Annual Parish Council meeting held on the 24th May 2021. Minute numbers 01/05/21 to 26/05/21

33/06/21 FUTURE ISSUES OF THE PARISH MAGAZINE

To discuss the continuation of the parish magazine. Cllr White will update the meeting.

34/06/21 COUNCIL TO RECEIVE REPORTS FROM (IF ANY):

- Chairman
- County Councillor & District Councillor
- Police

35/06/21 COUNCIL TO RECEIVE REPORTS (IF ANY) FROM:

- Dovecote Park.

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- b) Darrington Quarry Liaison Meeting
- c) Harworth Estates.
- d) Monaghan Mushrooms.
- e) CEF, YLCA, Selby Council Parish Liaison meetings.
- f) Burial Board – to receive any new information.

36/06/21 FLOODING ISSUES AT BLUE LAGOON

The Blue Lagoon has copied to the Parish Council into a report containing their objections to the application below under NY/2021/0097/A27. NYCC have received the Council's complaints regarding landslips and other issues.

37/06/21 PLANNING APPLICATIONS

a) NYCC CONSULTATION – NY/2021/0097/A27 WOMERSLEY QUARRY (HARWORTH ESTATES).

This is a reserved matters application from planning application permissions granted under reference C8/41/107A/PA/ for an Aftercare Scheme, drainage matters and other items. NYCC are investigating the record high groundwater levels which resulted in the saturation of the slop and its failure and will report back to the PC as soon as possible.

b) GALE COMMON NY/2019/009/ENV

A further report will be made by the Chair and Vice Chair regarding the Judicial Review for this application and the legal opinion from the QC to be appointed to represent the five parishes that this application will affect over the 25 years that the works will be in operation. (see minute 262/05/21) for more information.

PLANNING APPLICATIONS/ APPROVALS	DETAILS	ADDRESS	DECISION
2021/0283/FUL	Erection of extensions to existing agricultural building to house a biomass boiler and associated flue	Grange Farm, Fulham Lane	Granted
2021/0628/HPA	Proposed single and 2 Storey rear extension to existing dwelling	3 Station Road	

38/06/21 FINANCE REPORTS:

a) List of accounts for payment.

CHQ	DATED	PAYEE	REASON	GROSS	VAT	NET
1344	28.06.21	SUE COLES	CLERKS EX -EXPRESS SIGNS	£ 54.80	£ 10.96	£ 65.76
-ditto-		SUE COLES	MCAFFEE VIRUS	£ 74.99	£ 15.00	£ 89.99
-ditto-		SUE COLES	ZOOM	£ 11.99	£ 2.40	£ 14.39
-ditto-		SUE COLES	HP PRINT CONTRIBUTION	£ 3.32	£ 1.67	£ 4.99
			Sub total	£ 145.10	£ 30.03	£ 175.13
1345		CANCELLED				
1346	28.06.21	VISION ICT	WEBMAIL	£ 90.00	£ 18.00	£ 108.00
1347	28.06.21	ADAMS GROUNDS	GRASS 3 OF 7	£ 939.00		£ 939.00
1348	28.06.21	NYCC LIGHTING	NEW STREETLIGHTS/REPAIRS	£ 4,123.82	£ 824.76	£ 4,948.58
1349	28.06.21	A BOSMANS	AUDIT	£ 85.00		£ 85.00
1350	28.06.21	SUE COLES	SALARY	£ 430.59		£ 430.59
			TOTAL	£ 5813.51	£872.79	£ 6686.30

- b) Current Balance of the Community Account as at 15th June 2021 is £33,616.40
- c) Bank reconciliation to 15th June.
- d) Payment requests received after the agenda – TBA

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- e) Budget to end of June 21/22
- f) List of cheques report issued to end of June 21/22
- g) Income received.

Members to **RESOLVE** payments listed and accept reports.

39/06/21 REVIEW OF DOCUMENTS

Financial Risk Assessment 2021.

40/06/21 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2020/21

This year the Council is **unable** to submit an exemption certificate to the auditors due to its income being above £25,000. The following documents are for Council approval and signature.

a) **Annual Internal Report 2020/21–AGAR P3** completed by the Internal Auditor. Please see report from Mr A Bosmans.

b) **Section 1 Annual Governance Statement 2020/21 – P4**

The Council must carry out a review of the effectiveness of the system of internal control and prepare the Annual Governance Statement (Section 1 of the Annual Return) at this meeting.

To consider the findings of the review by members' as a whole and **RESOLVE** to approve the annual Governance Statement statements 1-8. (*Item 4: To note that the date of the meeting last year was recorded on the exercise of Public Rights notice and not the day after the meeting. As a result PKF Littlejohn have instructed that the Parish Council answers NO to Item 4).*

c) **Section 2 of the Annual Return 2020/21– P5**

The Council is to consider the Accounting Statements as a whole and approve and **RESOLVE** to accept the Annual Return. The Chair is to sign and date the statement at this meeting. (The Clerk had already signed the return prior to this meeting).

d) External Auditor's Report and Certificate 2020/21.

This will be brought back to the Council when completed by PKF Littlejohn.

e) Explanation of variances for PKF Littlejohn

f) Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return. This document will be published on the 29th June on the Notice Board and Website. The availability of the records will be until 10th August. Members of the public will need to make an appointment with the Clerk.

41/06/21 COMPLAINT REGARDING EXPANSION OF THE PLAY AREA

- a) Three complaints have been received from residents near to the play area concerning the proposal at (a) for the disabled swing. Residents are concerned about an increase in cars, litter and noise.

42/06/21 S106 FUNDING AND NEW ENTRANCE PROJECT.

- b) Members approved a project with Sovereign Play in May and an update will be given to the meeting.

43/06/21 PARISH FIELD

- a) An update and information will be given at the meeting concerning the weekly/monthly play equipment inspections.
- b) The Clerk has written to Business Stream/Yorkshire water regarding the payments for the field water supply meter and stop tap which has been unused for a very long time and is now buried in a garden. Billing was informed that the direct debit has been cancelled and the PC has now had a recredited DDR bill. It still looks, however, that they will challenge this situation due to the meter being registered to us however they have raised a query with the technical department and will contact the Council again with more information.
- c) Hand rails, bark chippings and stinging nettles at the new opening to field.

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d) Litter bin provision and Anti Littering signs.

44/06/21 BUS SHELTER INSPECTION

An update will be given at the meeting. Bus timetable notice reported for repair.

45/06/21 HIGHWAYS AND SELBY ENVIRONMENT MATTERS (IF ANY).

46/06/21 NEWSLETTER, WEBSITE AND FACEBOOK.

Topic suggestions to include: what the process is for the use of the Defibrillator? Events at the Blue Lagoon.

47/06/21 CORRESPONDENCE RECEIVED SINCE LAST MEETING

From	Details	Action Suggestion
NYCC	Review and renewal of NYCC subsidised local bus services in Selby and Scarborough area	
NYCC	A19 and changes to bus service – see email	

48/06/21

- a) Councillors' Forum: to take and note any points of community interest from councillors. Environmental concerns about dogs barking early morning in the village.
- b) Items for the next agenda:

48/06/21 TO RECEIVE ANY FURTHER COMMENTS FROM MEMBERS OF THE PUBLIC.

Clerk to note comments.

49/06/21 TO CONFIRM THE DATE AND PLACE OF THE NEXT MEETING

Subject to the Parish Council's current risk assessment the July meeting should be held in a public place/room to allow members of the public to attend. It is suggested that the following meeting dates are approved at the Courtyard Tea Room 19th July **CHANGE OF DATE** and 27th September 2021. There will be no meeting in August.

PRIVATE AND CONFIDENTIAL

To **RESOLVE**: that in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press is excluded from the meeting during the consideration of the item set out below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.

50/06/21 WOMERSLEY VILLAGE COMMUNITY HALL.

To hear a report (if any) from the Trustees of the Village Hall on the progress of the Planning Application.

51/06/21 STAFFING MATTERS

A report will be made at the meeting.