

WOMERSLEY PARISH COUNCIL

Clerk: Ms Sue Coles,

Telephone: 01937 843588 Email: parishclerk@womersleyparishcouncil.gov.uk

16th May 2022

Dear Councillor

COUNCIL MEETING

You are summoned to the Annual Meeting of Womersley Parish Council at St Martin's Church on Monday 23rd May 2022 at 7.30pm.

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

01/05/22 ELECTION OF CHAIR.

02/05/22 SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE.

03/05/21 WELCOME TO ALL AND APOLOGIES RECEIVED IN ADVANCE OF THE MEETING.

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

04/05/22 ELECTION OF VICE CHAIR.

05/05/21 SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE.

06/05/21 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.

07/05/21 DECLARATIONS OF INTEREST

08/05/21 MINUTES OF PREVIOUS MEETINGS

To approve and sign the Minutes of the Parish Council meeting held on Tuesday 26th April 2022. Minute numbers 229/04/22 to 253/04/22.

09/05/21 CO-OPTION OF COUNCILLORS

A notice has been placed on the website, notice board and social media to inform residents that there are two vacant seats on the Council and ask if anyone is interested to contact the Clerk who will inform the meeting of all applications received. Members to **RESOLVE** to appoint two Members.

10/05/22 COUNCIL TO RECEIVE REPORTS FROM (IF ANY):

- Chairman
- County Councillor & District Councillor
- Police

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11/05/22 COUNCIL TO RECEIVE REPORTS (IF ANY) FROM:

- Dovecote Park.
- Darrington Quarry Liaison Meeting
- Harworth Estates
- Monaghan Mushrooms.
- Burial Board.

12/05/22 FLOODING ISSUES AT BLUE LAGOON (IF ANY).

13/05/22 PLANNING APPLICATIONS

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

Reserved matters application from planning application permissions granted under reference C8/41/107A/PA/ for an Aftercare Scheme, drainage matters and other items. An updated report (if any) will be submitted to the meeting.

b) GALE COMMON JUDICIAL REVIEW IN CONNECTION WITH NY/2019/009/ENV

A further report (if any) will be made by the Chair and Vice Chair

13/05/21 FINANCE REPORTS:

a) List of accounts for payment.

CHQ	DATED	PAYEE	REASON	GROSS	VAT	NET
1401	23.05.22	ADAMS GROUNDS MAINT	MOWING 2-7	£ 939.00		£ 939.00
1402	25.05.22	SUE COLES	SALARY	£ 430.59		£ 430.59
1403	23.05.22	A BOSMANS	AUDIT	£ 100.00		£ 100.00
1404	23.05.22	SUE COLES	CLERKS EXPENSES	£ 75.37	£ 11.33	£ 86.70
			TOTAL	£ 1,544.96	£ 11.33	£ 1,556.29

- Current Balance of the Community Account as at 15th May 2022 is £39,648.17
 - Bank reconciliation to 1st May.
 - Payment requests received after the agenda – Cheque 01405 B Crossdale £72.45
 - Budget to end of May 22/23
 - List of cheques report issued to end of May 22/23
 - Precept income received £12,211.95
 - Suggested allocation of reserves 2022 – please also see Streetlights report.
- Members to **RESOLVE** payments listed and accept reports.

14/05/22 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2020/21

The following documents are for Council approval and signature.

a) **Annual Internal Report 2021/22–AGAR P3** completed by the Internal Auditor. Please also see report from Mr A Bosmans.

b) **Section 1 Annual Governance Statement 2021/22 – 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.

c) **Section 2 of the Annual Return 2021/22– 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 has already signed the return prior to this meeting).

d) External Auditor's Report and Certificate 2021/22.

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.

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15/05/22 STREETLIGHTS

Please see attached report.

16/05/22 REVIEW OF DOCUMENTS

- a) Code of Conduct
- b) Standing Orders
- c) Financial Regulations

17/05/22 PARISH FIELD

- a) An update and information will be given at the meeting concerning the weekly/monthly play equipment inspections.
- b) Monthly assessment of the steps leading into the field.
- c) Letter from Mrs D Press concerning screening, safety of the steps, grab rails, disabled access.

18/05/22 HANGING BASKETS UPDATE (IF ANY).

The Clerk has asked First Impressions to undertake a site survey before they are due to hang the new baskets.

19/05/22 WATER CONTAMINATION IN THE BECK

A further report will be made at the meeting if information is available.

20/05/22 HIGHWAYS AND RIGHTS OF WAY MATTERS (If any).

- a) Grass Mowing. The Clerk contacted NYCC regarding the mowing of land off Station Road and received a reply to state it will not be mowed as it is deemed not necessary. A map showing grassed areas within the village is attached for information.
- b) Metalled paths in the Bank Wood Road area. Area7 have been contacted no reply received as yet.

21/05/22 TRAINING

A number of training event with Yorkshire Association of Local Councils is currently being arranged it is suggested that Members take advantage of these. Details will be emailed to everyone. It is suggested the Council **RESOLVE** to approve costs and booking these directly with the Clerk.

22/05/22 TO APPOINT TWO YLCA REPRESENTATIVES

Yorkshire Local Council Association requests that two representatives are appointed to represent the Parish. Any Councillor can attend the meetings but it is elected representatives who can vote.

23/05/22 NEWSLETTER, WEBSITE AND FACEBOOK.

24/05/22 CORRESPONDENCE RECEIVED SINCE LAST MEETING:

From	Details	Action Suggestion
CAB	Reply expressing grateful thanks for the PC £100 donation	

25/05/22

- a) Councillors' Forum: to take and note any points of community interest from councillors
- b) Items for the next agenda:

26/05/22 TO RECEIVE ANY FURTHER COMMENTS FROM MEMBERS OF THE PUBLIC.

Clerk to note comments.

27/05/22 TO CONFIRM THE DATE AND PLACE OF THE NEXT MEETING

It is suggested that the following meeting dates are approved at the St. Martin's Church 27th June at 7pm and 25th July 2022 at 7pm. 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.

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28/05/22 WOMERSLEY VILLAGE COMMUNITY HALL.

To hear a report (if any) from the Trustees of the Village Hall.