

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

17th June 2019

Dear Councillor

COUNCIL MEETING

You are summoned to the **Meeting of Womersley Parish Council** to be held in **The Courtyard Tea Room**, on Monday 24th June 2019 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
- Clerk to make note of names of parishioners attending the meeting.
- Councillors, clerk, public and press to sign attendance book.

COUNCILLOR J TEAL TO SIGN DECLARATION OF ACCEPTANCE OF OFFICE AND DECLARATION OF INTEREST FORM.

AGENDA

30/06/19 WELCOME TO ALL MEMBERS AND APOLOGIES RECEIVED

31/06/19 COMMUNITY MAPPING PROJECT OFFICER

Mr S Hutchinson will be in attendance to discuss the Police, Fire and Crime Commissioners project to produce a detailed report of the local communities of North Yorkshire, to improve how they interact with their key stakeholders and representatives, such as parish councils.

32/09/19 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.

33/06/19 DECLARATIONS OF INTEREST

34/06/19 MINUTES OF PREVIOUS MEETINGS

- To approve and sign the Minutes of the Annual Council meeting held on the 20th May 2019, Minute numbers 01/05/19 to 29/05/19.
- To approve and note the draft minutes of the Annual Parish Meeting.

35/06/19 COUNCIL TO RECEIVE REPORTS FROM:

- Chairman – on activities since the last meeting
- District Councillor
- County Councillor
- Other Officers

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

- e) Police

36/06/19 COUNCIL TO RECEIVE REPORTS (IF ANY) FROM:

- Darrington Quarry Liaison Meeting
- Harworth Estates update.
- Monaghan Mushrooms.
- Gale Common
- Any other representatives – CEF; Area Committee etc.
- Burial Board – to receive any new information.

37/06/19 END OF YEAR 2017/18

- Certificate of Exemption (Page 3). To sign the Certificate of Exemption of the Annual Governance and Accountability Return 2018/19 Part 2 for Councils with less than £25,000 expenditure
 - To Receive the Internal Auditor Report completed by Mr A Bosmans
 - To Receive and Sign the Annual Governance Statement 2018/19
 - To Receive and Sign Section 2 Accounting Statements
- To **RESOLVE** to approve Annual Governance and Accountability Return 2018/19.

38/06/19 FINANCE REPORTS:

- a) List of accounts for payment.

CHQ	Date	Payee	Reason	Amount	Vat	Net
1201	24.06.19	ADAMS GROUNDS	GRASS CUTTING	£ 939.00		£ 939.00
1202	24.06.19	VISION ICT	EMAIL HOSTING	£ 90.00	£ 18.00	£ 108.00
1203	24.06.19	YLCA	CLLR TRAINING	£ 115.00		£ 115.00
1204	24.06.19	AUTELA PAYROLL	PAYROLL ADMIN	£ 39.23		£ 39.23
1205	24.06.19	SUE COLES	SALARY + EXTRA HOURS	£ 627.54		£ 627.54
		TOTAL		£.....1,810.77	£ 18.00	£ 1,828.77

- Current Balance of the Community Account as at 15th June 2019 is £TBA
 - Payment requests received after the agenda – TBA
 - Income received for grant funding Southern CEF £512.00
- Council to **RESOLVE** to accept payments listed as above and note income.

39/06/19 BUDGETS, BANK RECONCILIATIONS AND END OF YEAR

- Budget to end of May – will be available at the meeting
 - Bank reconciliation to 15th of June – will be available at the meeting.
 - BlackRock Womersley War Memorial Fund – Clerk to report on the progress to seek quotations to clean the War Memorial.
- Council to **RESOLVE** to accept the above reports.

40/06/19 PLANNING

- a) Planning applications received:

Application	Location	Proposal	Decision
08/41/118C/PA 2007/0925/OUT 2010/096/REM 2019/0419/MAN2	Meadow Down	Non material amendment of approval 2010/0976/REM 2013/0102/FUL 2013/0807/MAN 2019/0419/MAN2 24.02.19	To be considered by SDC Planning Committee
2019/0216/DOC	Manor Farm Main Street Womersley Doncaster South Yorkshire DN6 9AY	Item requested to review this application	

To discuss and **RESOLVE** comments on any applications received.

- b) Planning decisions received:

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

APPLICATION	LOCATION	PROPOSAL	DECISION
C8/41/107A/PA	Haworth Estates	Kellingley Colliery and soil materials from other locations	Permission granted
2019/0101/HPA 04.02.2019 08.05.2019	Mr Ian Buckley Nutwood End, Castle Hills Road, Womersley	Proposed house extension, alteration and ancillary works following demolition of existing dog kennels and garage.	Refused

41/06/19 SELBY RECYCLING CONSULTATION

Selby District Council has launched a consultation over significant changes to recycling collections in the district which is looking at whether residents want to keep the current recycling box collections or move to wheelie bin collections with a bin for paper and another for glass, tins and plastic together. The consultation is available until 26th June at www.selby.gov.uk/recycling-consultation.

42/06/19 PARISH FIELD

- An update and information will be given at the meeting concerning the weekly/monthly play equipment inspections.
- M J Backhouse mole control visit.
- The planning application for the new entrance to the field requires a Heritage Statement the Clerk will report further at the meeting.

43/06/19 ZURICH INSURANCE MATTERS

The insurance policy which has been renewed from 1st June requires that the Council takes reasonable care when managing its activities and this requires the following.

- Keep written **risk assessments** for play equipment inspections and its key activities
- Keep written records of **staff and volunteer training**, ie manual handling, the use of tools and machines.
- Abide by any rules, guidelines or advice by relevant bodies such as the Health and Safety Executive and Local Authorities.
- To note that **Personal Accident** is excluded for persons over the age of 75.

Council to **RESOLVE** that it has noted the recommendations.

44/06/19 VACANCIES FOR CO-OPTED COUNCILLORS

An application has been received from Mr A Buck who has been invited to attend this meeting.

45/06/19 NALC THE PUBLIC SECTOR BODIES WEBSITE ACCESSIBILITY

Under the Equality Act 2010 all councils should conduct a review of their websites in order that they comply with the act and make reasonable adjustments for disabled people. This means that the content, design, font type, screen reader software, screen magnifier will need to comply. The Council has a deadline of 23rd September 2020, Vision ICT websites have been approached and they inform us that they are currently in touch with NALC and will advise the Council in due course.

46/06/19 NYCC HIGHWAYS PARISH PORTAL

Details have been received concerning the new parish portal with information on the clearance of hedges/paths and reporting other issues.

47/06/19 NEWSLETTER

To discuss and **RESOLVE** items for inclusion in the parish magazine.

48/06/19 CORRESPONDENCE RECEIVED SINCE LAST MEETING:

From	Details	Action
YLCA Initiation to all councils	75 TH Anniversary celebration 13 th September	2 named councillors to be appointed.
YLCA White Rose Update	Topics covered include new Good Councillor guides for order.	

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

	Neighbour Planning Support Programme	

49/06/19

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

50/06/19 TO RECEIVE ANY FURTHER COMMENTS FROM MEMBERS OF THE PUBLIC.

Information only. Clerk to note comments.

51/06/19 TO CONFIRM THE DATE AND PLACE OF THE NEXT MEETING

It is suggested that the following meeting dates are approved: 29th July, 30th September.

PRIVATE AND CONFIDENTIAL (If any)

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.

52/06/19 WOMERSLEY VILLAGE HALL AND READING ROOM.

To receive a report from the trustees of the Village Hall.

Closure.