

LEDSHAM PARISH COUNCIL

NOTICE OF THE ANNUAL MEETING OF THE COUNCIL

You are hereby summoned to the Annual Meeting of Ledsham Parish Council to be held on **Wednesday 27th May 2020** commencing at **7p.m.** for the purpose of transacting the following business.

Due to the current coronavirus epidemic and further to the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 the meeting will be held virtually via Zoom (<https://zoom.us/j/97099005035>). Members of the public are welcome to attend and to ask questions during the public participation session.

Mr C Pilkington
Clerk to Ledsham Parish Council

AGENDA

- 1. ELECTION OF CHAIRMAN**
To elect a Chairman of the Council for 2020/2021
- 2. ELECTION OF VICE-CHAIRMAN**
To elect a Vice-Chairman of the Council for 2020/2021
- 3. APOLOGIES**
To receive apologies for absence and to approve reasons for absence
- 4. DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**
(a) To receive disclosures by members of any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and any other relevant interests under the Members' Code of Conduct
(b) To receive and decide upon requests for dispensations to councilors to take part in discussions and votes where they have declared disclosable pecuniary interests
- 5. PUBLIC PARTICIPATION SESSION**
To receive questions, comments and suggestions for items for further consideration by the Parish Council from members of the public
- 6. PARISH COUNCIL MEETINGS**
To receive and confirm the minutes of the Parish Council meeting held on 26th February 2020
- 7. MEMBERSHIP OF COMMITTEES AND REPRESENTATIVES TO OUTSIDE BODIES**

- (a) To agree the membership of the Staffing Committee for 2020/2021
- (b) To appoint the internal control checks councillors for 2020/2021
- (c) To agree representatives to YLCA Leeds Branch meetings for 2020/2021
- (d) To agree representatives to the Leeds City Council Outer East Community Committee Meeting for 2020/2021

8. UPDATE OF ONGOING ISSUES AND CONSIDERATION OF FURTHER ACTION

- (a) Provision of a defibrillator – To receive an update and to consider any action required
- (b) Development on site on A63 – To receive an update and to consider any action required
- (c) Speeding through the village – To receive an update and to consider any action required
- (d) VE Day 75th Anniversary Celebrations Street Party – To receive an update and to consider any action required
- (e) Proposed motorway service area at Lumby, South Milford – To receive an update and to consider any action required
- (f) Plans by the Wheler Foundation for the future of its land and property – To receive an update and to consider any action required
- (g) Parking at end of Newfield Wood near to RSPB Fairburn Ings Centre – To consider any action required
- (h) Village Tidy Up Day 28th March 2020 – To receive an update and to consider any action required
- (i) Planting of trees in parish – To receive an update and to consider any action required

9. PARISH MATTERS

- (a) Annual Parish Meeting – To review date of the meeting
- (b) 2020/2021 Meeting dates– To consider any changes required
- (c) Yorkshire Local Councils Associations Leeds Branch Meeting, Tuesday 16th June 2020 – To consider any action required

10. POLICIES

- (a) To adopt revised standing orders
- (b) To adopt a complaints policy
- (c) To adopt a grant awarding policy
- (d) To adopt a revised model publication scheme
- (e) To adopt a risk assessment policy

11. FINANCIAL MATTERS

- (a) To receive and approve bank reconciliations (dated 1st March 2020, 1st April 2020, and 1st May 2020) and to examine the bank statements
- (b) To receive and approve the budget report (dated 21st May 2020)
- (c) To review the insurance requirements of the Council for 2020/2021 and to renew the policy for the year
- (d) To note the following payments:
 - (i) Mr Andrew O’Leary, Gift for former councillor, £52.85

- (ii) Clare Johnson, Jubilee Garden maintenance, £20
 - (iii) Yorkshire Local Councils Associations, 2020-2021 membership subscription, £58
 - (v) Autela Group Ltd, 2019-2020 Q4 payroll services, £31.44
 - (vi) Mr Chris Pilkington, 2019-2020 Q4 salary, £455.05
 - (vii) HMRC, 2019-2020 Q4 PAYE income tax, £113.80
 - (vii) Mr Chris Pilkington, Zoom subscription, £143.88
- (e) To approve the following payments:
- (i) Mr Chris Pilkington, 2019-2020 Q3 expenses, amount to be tabled
 - (ii) Mr Chris Pilkington, 2019-2020 Q4 expenses, amount to be tabled
- (f) To receive an internal controls checks report and to decide on any action required

12. CORRESPONDENCE

- (a) Yorkshire Local Councils Associations, May 2020 to July 2020 electronic training programme – To agree any action required
- (b) National Association of Local Councils, Research on Dementia Survey – To agree any action required
- (c) To note the contents of the correspondence file and to decide on any action required

13. ITEMS FOR THE AGENDA OF THE NEXT MEETING

To agree on items to be included on the agenda of the next meeting of the Council

14. DATE AND VENUE OF NEXT MEETING

To agree that the next meeting of the Council will take place virtually via Zoom on Wednesday 24th June 2020 at 7pm

CIRCULATION

Councillors A Taylor (Chairman), E Broughton, L Goodall, W Holleran, A O’Leary, P Parkes and C Woodall.

Chris Pilkington



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21st May 2020