

25 January 2011

Dear Councillor

**PARISH COUNCIL MEETING**

You are hereby summoned to attend the next meeting of Crigglestone Parish Council, which will be held on **Tuesday 1 February 2011** in the Village Institute, High Street, Crigglestone at 7.00pm where the following business will be transacted:

**There will be a 15-minute 'Open Session' prior to the commencement of the meeting to take questions from members of the public.**

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1. To accept apologies for absence.
2. Declarations of interest in items on the agenda.
3. To receive such items that the Chairman may wish to lay before the Council.
4. To confirm the minutes of the meeting held on 4 January 2011 (attached).
5. To report matters arising from those minutes not on the agenda, for information only.
6. To agree that members of the press and public be asked to leave the meeting following agenda item 24.
7. To receive the Police Report.
8. To receive report from the Parks and Open Spaces Committee.
  - To consider appointment to POS Committee (information attached)
9. To receive report from the Health & Safety Committee (minutes attached).
10. To receive report on rights of way matters.
11. To discuss Hall Green Community Centre.
12. Village Institute Matters:
  - i. To approve minutes of the meeting held on 4 January 2011 (attached).
  - ii. To discuss issues arising.
  - iii. To approve payment of accounts.
13. To receive feedback from meetings.
  - Town and Parish Councils Liaison Group: the Clerk
14. To receive update regarding the Scout Hut.
15. Financial Matters:
  - i. To approve payment of accounts.
  - ii. To approve virements within the 2010/11 budget.
  - iii. To agree annual grant to the Village Institute trust.

- iv. To review arrangements for input to the Parish Link and to consider a donation towards the costs of the magazine.
  - v. To agree date for Finance and Audit Committee meeting.
- 16. To receive items of correspondence (attached).
- 17. To discuss planning applications (attached).
  - i. To receive any update regarding application no 10/02367 (Durkar Lane site)
  - ii. To discuss unauthorised business use at property on Denby Dale Road East
- 18. To consider application to vary premises licence at 3 Painthorpe Lane (information attached)
- 19. To discuss WMDC proposal for supply of road salt to town/parish councils.
- 20. To receive update from District Councillors.
- 21. To receive update on Parish Matters (attached).
- 22. To receive items regarding Parish Matters.
- 23. To consider communication items:
  - i. Press Reports – Items for Publication.
  - ii. Input to next Parish Link magazine.
  - iii. To approve items for the Web Site.
- 24. To confirm that the next meeting of the Parish Council will be held at 7.00pm on Tuesday 1 March 2011 in the Village Institute, High Street, Crigglestone.

#### **IN PRIVATE**

- 25. To consider recommendations from the Parks and Open Spaces Committee for contracts in respect of:
  - i. Park maintenance
  - ii. General maintenance works
  - iii. Hanging basket programme.
- 26. To discuss sponsorship charges for hanging baskets.

Yours sincerely

***Janet Mitchell***

Clerk to the Council