

27 August 2013

Dear Councillor

**PARISH COUNCIL MEETING**

You are hereby summoned to attend the next meeting of Crigglestone Parish Council, which will be held on **Tuesday 3 September 2013** in the Village Institute, High Street, Crigglestone at 7.00pm, where the following business will be transacted:

**Members of the public are welcome to attend a Public Session at 7.00pm for a maximum of 15 minutes.**

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1. To accept apologies for absence.
2. Declarations of interest in items on the agenda.
3. To ratify actions during July and August.
4. To consider requests received by the Clerk for dispensations under S 33 of the Localism Act 2011.
5. To receive such items that the Chairman may wish to lay before the Council.
6. To confirm the minutes of the meeting held on 2 July 2013 (attached).
7. To report matters arising from those minutes not on the agenda, for information only.
8. To agree that members of the press and public be asked to leave the meeting following agenda item 27.
9. Police matters:
  - i. To receive the Police report.
  - ii. To further consider 30mph 'smiley' signs.
10. To receive report from the Parks and Open Spaces Committee (minutes to be tabled).
11. To receive report from the Health & Safety and Finance Committee.
12. To receive report on rights of way matters.
13. To discuss Hall Green Community Centre.
  - i. Insulation proposals.
14. To consider Village Institute Charity Committee matters.
  - i. To note VICC minutes (attached).
  - ii. To sign cheques on behalf of the Committee.
  - iii. To consider quotes for exterior painting.
15. To receive Clerk's report (attached).

16. To receive feedback from meetings
  - i. Town and Parish Councils Liaison Group – Cllr Peebles
17. Financial Matters:
  - i. To note and approve national salary award for the Clerk and RFO.
  - ii. To approve payment of accounts (salaries subject to approval under (i)).
  - iii. To respond to internal auditor's recommendation regarding Sports Club loan (report attached).
  - iv. To receive and approve quarterly budget outturn report (attached).
  - v. To discuss provision of Christmas trees 2013 (report attached).
  - vi. To consider grant application from Calder Grove and Durkar Fundraisers for Wakefield Hospice (attached).
  - vii. To consider grant application from Friends of Betty Eastwood Park (attached).
  - viii. To consider Cultrix website support: annual cover for bug fixing and email/telephone support.
18. To reappoint Jackie Craven, Stuart Bryce, John Peebles and Keith Wainwright as trustees to Worrills Charity for a further three years.
19. To discuss the Chair's chain of office.
20. To discuss attendance at the Yorkshire and the Humber RTP Annual Conference Friday 15 – Saturday 16 November at York.
21. To receive items of correspondence (attached).
22. To discuss planning matters:
  - i. To consider new applications/decisions (attached).
  - ii. To consider LDF Consultation: Leisure Recreation and Open Space Local Plan - Early Engagement. Comments still welcome. See:  
[http://consult.wakefield.gov.uk/portal/spatial\\_policy/lros/lros\\_ee/lros\\_ee](http://consult.wakefield.gov.uk/portal/spatial_policy/lros/lros_ee/lros_ee)
23. To receive update on M1 noise issues (letter attached).
24. To receive any update re flooding matters at Hollingthorpe Lane.
25. To receive updates from District Councillors.
26. To consider communication items:
  - i. Press reports – items for publication.
  - ii. Input to next Parish Link magazine.
  - iii. Items for autumn newsletter.
  - iv. Items for the web site.
27. To confirm that the next Meeting of the Parish Council will be held at 7.00pm on Tuesday 1 October 2013 in the Village Institute, High Street, Crigglestone.

**IN PRIVATE**

28. To receive outcome of appraisal of the Clerk.

Yours sincerely

***Janet Mitchell***

Clerk to the Council