

27 September 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 4 October 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 6 September 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 27.
7. To receive the Police Report.
  - i. To agree Safe Scheme payment October – December 2011.
8. To receive presentation from the Community Plan Steering Group.
9. To receive report from the Parks and Open Spaces Committee (minutes attached).
10. To receive report on Health & Safety and Finance matters.
11. To receive report on rights of way matters.
  - i. To discuss letter re Footpath 24 (attached).
12. To discuss Hall Green Community Centre.
  - i. To discuss premises licence requirements.
  - ii. To discuss forecourt drainage.
13. Village Institute Matters:
  - i. To approve minutes of the meeting held on 6 September 2011 (attached).
  - ii. To receive and approve quarterly accounts.
  - iii. To discuss issues arising.
  - iv. To approve payment of accounts.
  - v. To discuss management of the Village Institute.

14. To receive feedback from meetings:
  - i. Bus service review: the Clerk.
15. To receive report from the Willerby conference: Cllrs Mrs Binns and Mrs Craven, and the RFO.
16. Financial Matters:
  - i. To note annual wreath order.
  - ii. To consider external auditor's report.
  - iii. To approve payment of accounts.
  - iv. To receive and approve quarterly accounts.
  - v. To seek new cheque signatories.
  - vi. To receive six-monthly budget report.
  - vii. To consider application for financial support for memorial to David Kirkness (information attached).
17. To receive items of correspondence (attached).
18. To discuss planning applications:
  - i. To consider new applications/decisions (attached).
  - ii. To receive update regarding unauthorised business uses at Denby Dale Road East and Denby Dale Road.
  - iii. To discuss attendance at LDF hearing sessions.
19. To discuss participation in flood warden schemes.
20. To discuss WMDC Library review (attached).
21. To receive update from District Councillors.
22. To receive update on Parish Matters (attached).
23. To receive items regarding Parish Matters.
24. To consider communication items:
  - i. Press reports – items for publication.
  - ii. Input to next Parish Link magazine.
  - iii. To consider items for autumn newsletter including Hero nomination form.
  - iv. To approve items for the web site.
25. To consider arrangements for Remembrance Day: laying of wreaths 13 November 2011.
26. To agree date for Personnel Committee meeting.
27. To confirm that the next meeting of the Parish Council will be held at 7.00pm on Tuesday 1 November 2011 in the Village Institute, High Street, Crigglestone.

**IN PRIVATE**

28. To discuss redesign of web site.

Yours sincerely

***Janet Mitchell***

Clerk to the Council