

28 February 2012

Dear Councillor

**PARISH COUNCIL MEETING**

You are hereby summoned to attend the next meeting of Crigglestone Parish Council, which will be held on **Tuesday 6 March 2012** 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 7 February 2012 (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 23.
7. Police matters:
  - i. To receive the Police Report.
  - ii. To discuss Safe Scheme 2012/13: carry forward of funds from 2011/12 and confirmation of funding for 2012/13 (letter attached).
8. To receive report from the Parks and Open Spaces Committee (minutes attached).
9. To receive report from the Health & Safety and Finance Committee.
10. To receive report on rights of way matters.
11. To discuss Hall Green Community Centre.
12. To consider Village Institute Charity Committee matters:
  - i. To sign cheques on behalf of the Village Institute Charity.
  - ii. To approve payment in respect of Music Licences
13. Crigglestone Community-Led Plan:
  - i. To receive the minutes of the Committee meeting held on 16 February (attached).
  - ii. To note the minutes of the Steering Group meeting held 15 February (attached).

14. Financial Matters:
  - i. To approve budget virements.
  - ii. To approve payment of accounts.
15. To receive items of correspondence (attached).
16. To discuss planning matters:
  - i. To consider new applications/decisions (attached).
  - ii. To receive any update regarding unauthorised business uses at Denby Dale Road and Denby Dale Road East.
  - iii. To receive any update on hedgerow matters on Denby Dale Road.
17. To note meeting with Highways Agency scheduled for 8 March.
18. To discuss funding available from Metro for access bus service to Chapelthorpe Surgery.
19. To receive update from District Councillors.
20. To receive update on Parish Matters (attached).
21. To receive items regarding Parish Matters.
22. 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.
  - iv. To discuss and approve timing/frequency of newsletter issues.
  - v. To discuss delivery of newsletters.
23. To confirm that the next meeting of the Parish Council will be held at 7.05pm on Tuesday 3 April 2012 in the Village Institute, High Street, Crigglestone, following the Annual Parish Meeting which will commence at 7.00pm.

**IN PRIVATE**

24. To consider quotes for updating of the Parish Council website (information attached).

Yours sincerely

***Janet Mitchell***

Clerk to the Council