

31 May 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 7 June 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 10 May 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 26.
7. To receive the Police Report.
8. To receive report on rights of way matters.
  - i. To discuss update regarding Gating Order at Footpath 24.
9. To receive report from the Parks and Open Spaces Committee.
10. To receive report on Health & Safety and Finance matters.
11. To discuss Hall Green Community Centre.
  - i. To discuss premises/music licence requirements.
12. Village Institute Matters:
  - i. To approve minutes of the meeting held on 10 May 2011 (attached).
  - ii. To review hire charges
  - iii. To discuss issues arising.
  - iv. To approve payment of accounts.
13. To review terms of reference for committees.
14. To review of standing orders/financial regulations/complaints procedure (information attached).
15. To consider and address complaint regarding footpath 24 (attached)
16. To receive update on Community Plan.
17. To appoint a trustee to the Charlesworth Charity.

18. Financial Matters:
  - i. To approve payment of accounts.
  - ii. To receive internal audit report.
  - iii. To consider grant application from Time For Us (further information to follow, please bring application circulated in May).
19. To receive items of correspondence (attached).
20. To consider attendance at YH RTP/YLCA/ERNLLCA conference, Willerby, East Yorks, Friday 23 to Sunday 25 Sept 2011.
21. To discuss planning applications:
  - i. To consider new applications/decisions (attached).
  - ii. To receive update regarding unauthorised business uses at properties on Denby Dale Road East and Denby Dale Road.
22. To receive update from District Councillors.
23. To receive update on Parish Matters (attached).
24. To receive items regarding Parish Matters.
25. 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 consider next newsletter.
26. To confirm that the next meeting of the Parish Council will be held at 7.00pm on Tuesday 5 July 2011 in the Village Institute, High Street, Crigglestone.

**IN PRIVATE**

27. None.

Yours sincerely

***Janet Mitchell***

Clerk to the Council