

NABURN PARISH COUNCIL  
Reading Room, Naburn

## Summons

Dear Sir / Madam,

You are respectfully summoned to attend the next meeting of Naburn Parish Council on **Monday 15th June at 7.30pm** to be held via videoconference using Zoom, Meeting ID 325 377 3705, Password 396838.

### Recording meetings

You can take photographs, film and audio-record the proceedings at Council and Committee meetings whilst they are open to the public. The recording has to be conducted under the direction of the Chair of the meeting and follow our protocol on audio and visual recording and photography at council meetings.

Anyone wishing to record must let the Chair of the meeting know prior to, or at the start of the meeting and the recording must be overt (i.e. clearly visible to anyone at the meeting), but non-disruptive.

If you will be speaking at a meeting, for example to ask a question or present a petition, you will have the right not to be recorded. You will need to tell the Chair of the meeting that you do not want to be recorded.

Yours sincerely

Councillor L Gunson  
Chairman

To: Councillors P Ashworth, K Atkinson, A Bean, Mrs A Clark, Ms S Gray, L Gunson, J Jefferson, J Lewis, V Phillips.

## AGENDA

**1. Apologies.** To receive apologies for absence from members and to consider the reasons for absence.

**2. Identify confidential items.** To identify any items for discussion which may require the exclusion of the press and public in accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 as amended by Section 100A of the Local Government Act 1972, Schedule 12A. Confidential matters are normally only :- (1) personal information about Councillors or employees, (2) contracts and tenders, (3) legal proceedings and (4) the early stages of any dispute.

**3. Interests.** To receive any declarations of personal and/or disclosable pecuniary interests from members on items to be discussed at this meeting.

**4. Minutes.** To consider the minutes of the Parish Council meeting of 13th January 2020 for approval.

**5. Finance.**

- 5.1 To consider the final month's accounts prior to end of the financial year 2019/2020 for approval and the full year balance sheet for the financial year 2019/2020 for approval.
- 5.2 To consider the budget for 2020/21 for approval as recommended by the Finance Committee.
- 5.3 To consider the spend of £19.46 for the external A4 notice board for the Reading Room.
- 5.4 To consider the spend of £75 for the internal audit.
- 5.5 To consider the spend of £21.60 for the ICT hosting of Chairman's email August 2020 – July 2021.
- 5.6 To consider the spend of £99.67 for Clerk's printer consumables inc metal box for Historical Society documents.
- 5.7 To consider the spend of £15 for the 'Risk Assessment' web course for Cllr Phillips.
- 5.8 To consider the spend of approx £80 for a new pair of football nets with clips and pegs.
- 5.9 To consider the purchase of geraniums for the village green from the CoY Council as per previous years.
- 5.10 To consider the application of the £10,000 Government grant.
- 5.11 To consider the adoption of the Financial Regulations as recommended by the Finance Committee.

## **6. Planning.**

## **7. Flooding.**

## **8. Highways.**

## **9. Community areas and buildings**

## **10. Communication**

## **11. Miscellaneous.**

- 11.1 To consider the adoption of the Grievance Policy.
- 11.2 To consider the adoption of the Equal Opportunities Policy.
- 11.3 To consider the adoption of the Sickness Absence Policy.
- 11.4 To consider the adoption of the Health and Safety at work Policy.
- 11.5 To consider the adoption of the Records Management Policy.

## **12. Outstanding action items**

## **13. For Information items**

- 13.1 To receive the resignations of Cllrs Scruton and Lamb.

## **14. Public participation**

## **15. Confidential items**

- 15.1 To consider accepting the appointment of the new Clerk and agreeing her salary as recommended by the Appointment panel of Cllrs. Clark, Bean and Gunson.
- 15.2 To consider the co-option of 2 Councillors and to invite them to attend the next meeting of Naburn Parish Council.

## **16. Items for consideration at the next meeting**

**16.1** To consider who will replace Cllr. Lamb in carrying out regular play area inspections and emptying the bins around the play area

**16.2** To consider any lessons learned during the February 2020 floods.

**16.3** To consider the programme of Parish Council meetings for the financial year 2020/21.

**17. Closure of meeting and date of next meeting.**