

DEIGHTON PARISH COUNCIL

ANNUAL MEETING OF THE COUNCIL

OFFICIAL NOTICE OF DEIGHTON ANNUAL MEETING OF THE COUNCIL TO BE HELD AT
7.15PM IN ESCRICK VILLAGE HALL ON MONDAY 30TH MAY 2022.

A/Chairman: Cllr T Bartram

A/Clerk/RFO: Mrs H Guest,
deightonpc@gmail.com

Meetings are open to the Press and Public except for any item labelled as part 2 under the Public Bodies (Admission to Meetings) Act 1960, Section 1

Meetings are open to press and public except for any item labelled as Part 2 under the Public Bodies (1960) Act
Press and public may not speak when the council is in progress; when councillors are discussing council business; when councillors are in the process of decision making.

- Any elector is entitled to attend this meeting and any concerns, questions or suggestions will be taken after the Chairman welcomes those present. The time for this will be limited to 15 minutes.
- Listeners may also speak at the end of the meeting (for information only).
- Decisions cannot be made at this meeting on items not on the agenda.
- Councillors, Clerk, public and press to sign the attendance book.

Agenda items

Part 1

22119: Statutory annual meeting business:

- a) **Election of chairman** of the parish council.
 - i) Councillors to elect a chairman for the year.
 - ii) Chairman to sign acceptance of office; clerk to witness signature.
 - iii) Clerk to countersign chairman's acceptance of office.
- b) **Election of vice-chairman** of the parish council.
 - i) Councillors to elect a vice-chairman for the year.
 - ii) Vice-chairman to sign acceptance of office; clerk to witness signature.
 - iii) Clerk to countersign vice-chairman's acceptance of office.

22120: Welcome: Chair to welcome councillors, clerk and visitors to the meeting.

22121: Apologies/Attendance:

- a. Council to receive apologies and any reasons for absence from councillors; to consider and resolve whether or not to accept any reasons given.
- b. All present are requested to sign the Attendance book.

22122: Interests: Chair to remind members to make any declarations of interest in any agenda items.

22123: Minutes

- a. To resolve whether to accept Minutes of last meeting.
- b. If approved, Chairman to sign minutes as a true record.

22124: Council Policies: To consider policies/procedures which may need revision or to confirm that existing documents remain appropriate.

22125: Committees: To resolve composition of any committees deemed necessary for the smooth running of the council and to elect members.

22126: Representatives: To resolve whether to appoint any representatives to outside bodies.

22127: Council Vacancy: To consider and resolve applications from any interested parties to fill the last vacant position of Councillor. Note that this item may be moved into the Part 2 session at the end of the meeting if Councillors feel further discussion is necessary. Any successful applicant will be required to complete an Acceptance of Office form, as well as a Register of Interests Form.

22128: Council to receive comments on agenda items from electors. *(For information only; Clerk to make notes of comments; no answers or discussion at this meeting)*

22129: To receive reports, for information only, from:

- a) Ward Councillor.
- b) Police
- c) A/Clerk

22130: Planning:

1. Applications:

- a. 22/00972/LBC: Internal and external alterations to include refurbishment of Deighton Hall and conversion of existing agricultural buildings for use as 3no. dwellings after demolition of later additions at Deighton Hall, Naburn Lane, Deighton.

2. Decisions: None known.

3. Consultations: None known.

4. Other: None known.

22131: RFO to report on closing balances, preparation of accounts for audit and recent payments.

- a) **Bank Balance:** Not known as not all bank statements held at present.
- b) **Payments made since last meeting under Clerk's delegated powers:** None.
- c) **Payments to be made:** None.
- d) **Receipts**

1. To note: Precept – This is normally expected at the end of April, but neither email access nor relevant bank statements held at this time. To be reported upon once evidence available.

e) **Audit:** To note that the external auditors have granted an extension of time for the submission of the annual accounts due to facts that the email account is still unavailable at the time of publishing this agenda and all bank statements not yet held.

- f) **General Power of Competence (GPC):** To note that this power, held previously, has not been held for 3 years as the Clerk/Acting Clerk have not been qualified to the level required. This is to be considered at a future meeting if/when a suitably qualified Clerk is in place.

22132: Maintenance:

1. Crockey Hill Notice Board: To resolve assessment and possible replacement of the glass/seals on the notice board at Crockey Hill, as items become unreadable due to condensation.
2. Southbound VAS sign: High winds broke the solar panel off. To receive any updates and resolve any actions.

22133: Jubilee Tree in Crockey Hill: To consider and resolve whether to purchase and plant a tree in Crockey Hill to mark the Platinum Jubilee (note that a tree has already been purchased for Deighton). Location already identified.

22134: Other correspondence received: None.

22135: Comments from public present on agenda items – Note: Decisions cannot be made on items brought to this stage of the meeting and which have not appeared on the agenda – these could be added to a future agenda.

22136: Items for the next agenda

22137: To note date, time and place of meetings for 2022: 11th July and 12th September. To resolve any amendments and further meeting dates to the end of the year, also the meeting timings.

Closure of Part 1 meeting.

22138: Confidential Business

To consider excluding press/public on the grounds that the matter affects individual staff members/legal/procedural/finance issues.

22139: To discuss administrative and staffing issues.

Closure of Part 2 meeting.

Signed Helen Guest

A/Clerk/RFO, Deighton Parish Council

Date: 25th May 2022