

**MEMBERS OF THE PUBLIC ARE INVITED, AND MEMBERS ARE SUMMONED,  
TO ATTEND THE ANNUAL MEETING OF ASKHAM RICHARD PARISH  
COUNCIL to be held on WEDNESDAY, 4<sup>th</sup> May 2022 in the CHURCH HALL, MAIN  
STREET, ASKHAM RICHARD**

**commencing at 8.00 pm**

**THIS WILL BE PRECEDED BY THE ANNUAL PARISH MEETING at 7.30 pm**

**A G E N D A**

**1. ELECTION OF CHAIRMAN**

**2. ELECTION OF VICE-CHAIRMAN**

**3. APOLOGIES**

*To note apologies and approve reasons for absence*

**4. DECLARATIONS OF INTEREST**

*To note any Declarations of Interest and approve Dispensations requests*

**5. OPEN FORUM**

**6. TO APPROVE the MINUTES OF THE MEETING held on THURSDAY, 3<sup>rd</sup>  
March 2022 as a true and correct record of that Meeting.**

**7. ACTION REVIEW**

**8. THE VILLAGE GREEN**

*To receive an update on the options and costs of suitable signage specific to each of  
the village green tracks, A, B and C - Cllr Henderson*

**9. PLATINUM JUBILEE of HER MAJESTY QUEEN ELIZABETH II**

*To update plans for celebrations*

**10. BUTTACRE LANE**

*To receive an update on repairs to the Lane - Cllr Henderson*

**11. MILL LANE**

*To receive an update on clearing the drains on Mill Lane - Cllr Henderson*

**12. TREES ON THE GREEN**

**10.1** *Willow tree health report – Update from Cllr Money*

**10.2** *Planning Application for willow tree remediation – Update from Cllr Rippon*

**10.3** *Proposal for Queen’s Green Canopy – Update from the Clerk*

**10.3** *Village tree pruning – Update from Cllr Money and the Clerk*

**13. PUMP HOUSE ROOF** – *To receive an update on essential repairs/refurbishment – Cllr Money*

**14. RURAL WEST WARD**

*To receive a Report – Cllr Ms Anne Hook*

**15. CORRESPONDENCE**

*To discuss any items of correspondence received*

**16. PLANNING**

*To discuss any applications received since the last Meeting*

**17. BANKING ARRANGEMENTS**

*To receive an update from the Clerk*

**18. FINANCE**

*To approve payment of invoices received since the last Meeting, and discuss the annual donation for the use of the Village Hall*

**19. AUDIT 2021-22**

*To approve Section 1 – Annual Governance Statement 2021-22 for the Parish Council*

*To approve Section 2 – Accounting Statements 2021-22 for the Parish Council*

*To resolve to publish the following documents on the Parish Council website:*

- *Certificate of Exemption*
- *Annual Internal Audit Report 2021-22*
- *Section 1 – Annual Governance Statement 2021-22*
- *Section 2 – Accounting Statements 2021-22*
- *Analysis of variances*
- *Bank Reconciliation to 31 March 2022*
- *Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.*

**20. DATE OF NEXT MEETING**

The next Meeting of the Parish Council will take place on Wednesday, 6th July 2022 at 7.30 pm.

**P Diane Greenwell**  
**Clerk to the Parish Council**  
**27 April 2022**

