**GATEFORTH PARISH COUNCIL**

**Chair: Cllr Diane Osborne**

**Clerk/RFO: Graham Earnshaw, c/o 14 High Farm Meadow, Badsworth, WF9 1PB**

**Email:** [**gateforthpc@gmail.com**](mailto:gateforthpc@gmail.com) **Tel: 07824 634370**

**OFFICIAL NOTICE OF THE MEETING OF GATEFORTH PARISH COUNCIL**

**The meeting of Gateforth Parish Council will be held on Wednesday 17th February 2021. The meeting will be held remotely via zoom.**

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 parishioner (listener) is entitled to attend this meeting and raise any concerns or questions they may have with the Clerk **3 days before the meeting.**
* Listeners’ comments will be taken before the council meeting begins and after the chair’s welcome. The time for this will be limited to 15 minutes.
* Decisions cannot be made at this meeting on items not on the agenda.

**Councillors are summoned to attend the Meeting of the Parish Council detailed above and to consider and resolve the business to be transacted on the Agenda below.**

**Agenda items**

**1. Welcome**:

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

**2. Apologies** – Council to receive apologies and any reasons for absence from councillors; to consider and resolve whether or not to accept any reasons given.

**3.** Chair to remind members to make any **declarations of interest** in any agenda items.

4. **Minutes:**

a) To **receive** and **resolve** whether or not to accept the minutes of the Ordinary Parish Council meeting held on 16th December 2020 and the Extra Ordinary Parish Council meeting held on 13th January 2021.

**b) Chair** to **sign** minutes if accepted.

**5. Council** to receive comments on agenda items from electors present.

**6.** To **receive** reports from:

* 1. County Councillor:
  2. District Councillor:
  3. Police.

**7. Planning**

a) Applications for **consideration:**

**2021/0062/TPO -** Fell 1 No Acer Maple (T2) and crown thinning by 20% to 1 No Crimson Acer. (T1) covered by TPO 8/1977 at Paddock End, Hillam Road, Gateforth

**b)** Decision Notices **to be noted:**

**2020/1054/FUL –** Erection of two 4 bedroom detached dwellings within the garden space at Melton Cottage. **Application Refused.**

**c)** Discuss and agree action regarding the **lack of community involvement in the new planning rules.**

**d)** Discuss change of use to a **non-vehicular access on Paper House Lane.**

**8. Finance**

* 1. Finance Report from the Clerk

General Fund – £2,497.45

* 1. Payments

|  |  |  |
| --- | --- | --- |
| Backhouse Environmental | Moles | £38.12 |
| Autela Payroll Services | Payroll | £64.32 |
| G Earnshaw | Salary and expenses (December) | £127.44 |
| HMRC | Clerks’ tax for October | £90.20 |
| HMRC | Clerks’ tax for November | £91.20 |
| Chapel Haddelsey Church | Room hire | £18.00 |
| G Earnshaw | Salary and expenses (January) | £127.44 |
| HMRC | Clerks’ tax for December | £25.40 |
| Autela Payroll Services | Payroll | £48.24 |

* 1. Signatories on bank account

|  |  |  |
| --- | --- | --- |
|  |  |  |

**9.** To receive information on the following **ongoing is**sues and decide further action where necessary:

**a) Location of Dog Waste bin** – agree to place on the existing footpath sign post

**b) Speeding Awareness –** update

**c) Planning Advisor -** update

**d) Planning Protocol –** update

**10.** **Census 2021** – notifying the residents

**11. Statement of Community Involvement** – discuss stopping of neighbourhood letters and action to be taken

**12. Village Green** – discuss and agree action on the proposal for placing fencing round the green

**13. Action Log** – agree whether this is useful and how it should be used

**14. Maintenance of Defibrillator** – agree the arrangements

**15. New Gateforth Parish Council Logo** – to discuss and approve updated version

**16. Policies and Procedures**

a. Current state of our Policies and Procedures;

b. Communications Policy;

c. Privacy Notice;

d. Accessibility Statement.

**17.** Update on **Parish Council Website:**

**18. Power to Hold Meetings Remotely** – discuss and agree view

**19. Correspondence Received**

- Hambleton Hough, felling of trees.

**20.** **Minor items –** to take any points of interest from Councillors as defined in Standing Orders under delegated powers.

**21. Items for the next agenda**

**22.** To **note** date of next meeting: Wednesday 19th May 2021 at 7:30pm

**Zoom Details**

To join Zoom Meeting, click on the following link:

https://us04web.zoom.us/j/3330250313?pwd=czg1TUFOelI3WDYxTUE2ZGlxVXRhZz09

The meeting ID and passcode if required are:

Meeting ID: 333 025 0313

Passcode: 0rJujm