



Gateforth Parish Council

CHAIRMAN: CLLR CAROLINE SHAW

Clerk/RFO: Graham Earnshaw, 14 High Farm Meadow, Badsworth, WF9 1PB
Email: gateforthpc@gmail.com Tel: 07824 634370

OFFICIAL NOTICE OF THE MEETING OF GATEFORTH PARISH COUNCIL

The Annual Parish meeting and the Annual Parish Council meeting of Gateforth Parish Council will be held at 19.30 on **Monday 23rd May 2022. The meeting will be held at Hambleton School Hall (Hambleton CE Primary School, Gateforth Lane, Hambleton YO8 9HP).**

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 30 minutes.
- Decisions cannot be made at this meeting on items not on the agenda.

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

AGENDA ITEMS

Annual Parish Meeting

1. Welcome:

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

2. To receive the minutes of the 2021 Annual Parish meeting.

3. To receive a Financial Statement for 2021/22

4. To receive a report on the work of the Parish Council from the Chair.

5. Questions from members of the public.

Annual Parish Council Meeting

6. Councillors to consider and vote on the **Election of the Chair and Chair to sign declaration of office.**

7. Councillors to consider and vote on the **Election of the Vice Chair and Vice Chair to sign declaration of office.**

8. **Declaration of Acceptance of Office to be signed by the newly elected Chairman, Vice-Chairman and other councillors**

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

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

11. Minutes:

a) To **receive** and **resolve** whether or not to accept the minutes of the Ordinary Parish Council meeting held on 28 March 2022.

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

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

13. To discuss and agree action in relation to the **Code of Conduct and signing of form by councillors**

14. Planning

a) Applications for **consideration:**

None

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

None

15. Finance

a. Finance Report from the Clerk

General Fund – £3,340.45

Capital Fund - £36,567.64

Income

Precept, Selby District Council - £2,900.00

Payments

Payee	Description	Amount
YLCA	Annual subscription	£128.00
Autela	Payroll services Jan, Feb, March 2022	£64.02
HMRC	Tax bill for tax months 10, 11 and 12	£50.80
Clerk	Salary for March (inc 5 additional hours for Jan) + expenses (home working allowance)	£169.89
Backhouse	Environmental and pest services	£44.74
WEL Medical	Replacement pads for defibrillator	£55.08
Clerk	Salary for April + expenses (home working allowance)	£127.44

- b. To receive end of year bank reconciliation
- c. To receive Internal Auditor's report
- d. To complete the Annual Return for year ending 31st March 2021 and approve the Annual Governance Statement and Statement of Account.

16. To receive information on the following **ongoing** issues and decide further action where necessary:

- a) **Tree survey** – update
- b) **Queens Platinum Jubilee event** - update
- c) **State of roads out of village** – update
- d) **Village gates** – update
- e) **Great British Spring Clean 2022** – update
- f) **Dog bins** – update
- g) **Village phone box repair** – update

17. To agree **dates, time and place of meeting for the Council for 2022/23**

18. To discuss and agree action to **fill Parish Council vacancy**

19. To discuss and agree action regarding **signs in the village about the footpaths**

20. To review and approve **policies.**

21. Correspondence Received

- Election of Cllr Cliff Lunn to NYCC
- Letter from Insurance Company

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

23. Items for the next agenda

24. To note date of next meeting: Wednesday 14th September 2022 at 7:30pm