



# Gateforth Parish Council

**CHAIRMAN: CLLR CAROLINE SHAW**

**Clerk/RFO: Graham Earnshaw, 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 Annual Parish meeting and the Annual Parish Council meeting of Gateforth Parish Council will be held at 19.30 on Monday 15th May 2023. The meeting will be held at Chapel Haddlesey Community Hall (in the meeting room).**

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 2022 Annual Parish meeting.**

**3. To receive a Financial Statement for 2022/23**

**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 13 March 2023.

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

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

13. **Police report** from PCSO Laura Simpson

### **14. Planning**

a) Applications to be noted:

**2023/0036/FULM** – Re-profiling of existing golf driving range, improvement of existing practice area through the importation of inert material, drainage infrastructure, levels changes, highways works, landscaping and external alterations at Selby Golf Club Mill Lane Brayton.

**2022/1094/FUL** - Division of existing bungalow into two dwellings at Beech Lodge, 1 Park Meadows, Gateforth.

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

**2022/0839/TPO** - Crown lift the NE limb to 4.5m and reduce this limb by 15% to Chestnut tree (T1), and removal of low level tree limb to Chestnut tree (T4) protected by TPO 17/1980 at 2 Hall Cottage , Church Lane, Gateforth.

Application permitted.

## 15. Finance

### a. Finance Report from the Clerk

General Fund – £1,106.06

Capital Fund - £36,140.82

### Payments

| Payee            | Description  | Amount  |
|------------------|--|---------|
| Henley Nurseries | Tree for village   | £360.00 |
| Autella          | Payroll services for January, February and March                   | £69.31  |
| HMRC             | Tax bill for tax months 10, 11 and 12                              | £108.40 |
| Clerk            | Salary for March inc. back pay + expenses (home working allowance) | £247.20 |
| YLCA             | Annual membership subscription                                     | £129.00 |
| Clerk            | Salary for April + expenses (home working allowance)               | £141.80 |

b. To receive end of year bank reconciliation

c. To receive Internal Auditor's report

d. To complete the Annual Return for year ending 31<sup>st</sup> March 2022 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) **Queen's Canopy Plaque** – update

b) **Tree survey** - update

c) **Old Gateforth document** – update

d) **Litter pick** - update

17. To agree **dates, time and place of meeting for the Council for 2023/24**

18. To discuss and agree action regarding **CCTV in village**

19. To review and approve **policies**.

## 20. Correspondence Received

- Vision ICT email re. Google Analytics

- Letter from Insurance Company re. renewal quote

- YLCA email re. annual leave increase

- Octopus energy, new energy suppliers

- Email from PCSO Laura Simpson about putting a notice on the Parish Council website

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

**22. Items for the next agenda**

**23. To note** date of next meeting: Monday 11<sup>th</sup> September 2023 at 7:30pm