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## 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 meeting of Gateforth Parish Council will be held at 19.30 on Monday 25th September 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 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:**

1. To **receive** and **resolve** whether or not to accept the minutes of the Annual Parish meeting and the Annual Parish Council meeting held on 15 May 2023 and the minutes of the Extra Ordinary meeting held on 20 July 2023.
2. **Chair** to **sign** minutes if accepted.

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

**6. Planning**

1. Applications to be noted**:**

**2023/0036/FULM –** Reprofiling 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.

1. Decision Notices **to be noted:**

**ZG2023/0657/HPA -** Erection of front porch at 1 Chancery Court, Gateforth, Selby.

Application permitted.

c) Discuss and agree **the role of the Parish Council and the Parishioners in the planning process**

**7. Finance**

* 1. Finance Report from the Clerk

General Fund - £1,326.98

Capital Fund - £36,140.82

 Payments

|  |  |  |
| --- | --- | --- |
| **Payee** | **Description** | **Amount** |
| Chapel Haddlesey Hall | Hire of meeting room | £15.00 |
| Clerk | Salary for May + expenses (home working allowance) | £141.80 |
| Autella | Payroll services for April, May and June | £54.58 |
| Charles Shaw | Grass cutting | £1,080.00 |
| HMRC | Tax bill for tax months 1,2 and 3 | £86.60 |
| Clerk | Salary for June + expenses (home working allowance) | £141.80 |
| Backhouse | Environmental and pest services | £172.80 |
| Zurich | Insurance  | £241.00 |
| Clerk | Salary for July + expenses (home working allowance) | £141.60 |
| Clerk | Salary for August + expenses (home working allowance) | £141.60 |

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

**a) Queen’s Canopy Plaque -** update

**b) Parking on Landing Lane** – update

**c) Ring Doorbells/Community Messenger App -** discuss

**d) Paperhouse Lane -** update

**e) Boundary changes and broadband provider -** update

**9.** To discuss and agree action regarding **the Library in the Telephone Box.**

**10.** To review and approve **policies (including updating procurement values of contracts).**

**11.** To discuss and agree action regarding **defibrillator parts**

**12.** To discuss and agree any action regarding **village green**

**13. Correspondence Received**

- Community Transport: volunteer driver recruitment campaign

 - Email about Gateforth Hall

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

**15. Items for the next agenda**

**16.** To **note** date of next meeting: Monday 4th December 2023 at 7:30pm