

OFFICIAL NOTICE OF A MEETING OF GREAT & LITTLE PRESTON PARISH COUNCIL

www.greatandlittlepreston-pc.org.uk

To be held on Wednesday 26th February 2020 at 18:30hrs in The Elders Community Centre, St Aidan's Estate, Great Preston.

Members of the Council are summoned to attend this meeting. Meetings are open to the press and public. The press and public may only speak during the 15 minute public forum Open Session.

AGENDA 26th February 2020 GALPPC MEETING

1. Chairperson's Welcome and Open the Meeting;

- a) To receive apologies and accept /approve reasons for absence
- b) To disclose or draw attention to any disclosable pecuniary interests and any other significant interests, or dispensations required.

2. Open Session – members of the press or public may raise any matters concerning the Parish.

Each Parishioner will be allowed a maximum of 5 minutes to speak to the Parish Council. Thereafter any member of the Press or Public remaining for the duration of the meeting are silent observers and must not take part in any question, answer or discussion.

3. To confirm that the Minutes of the Meeting of the Parish Council held on the 29th January 2020 be signed as a true and correct record.

4. To receive information on the following on-going issues and decide further action where necessary:

- 4.1 Highways – a) Astley Lane SID Unit b) Preston Lane parking restrictions c) Crossing on Preston Lane
- 4.2 Security – a) Filing cabinets and archiving of documents
- 4.3 Health and Safety – a) Defibrillator training
- 4.4 Communication – a) Notice Boards
- 4.5 Land Ownership – a) Adjoining Parish field
- 4.6 Events - a) VE day celebrations on 08/05/2020

5. Administrative/Management Matters - to receive current reports, advice or updates from any of the following and resolve further actions:

- 5.1 Governance and Policy –
 - a) To receive and adopt the updated 'Financial Regulations' Policy
 - b) To receive and adopt an Expenses Policy
- 5.2 Village Hall
 - a) Liaison Group
 - b) Management Committee
 - i) Date for next meeting
 - ii) CCTV signs for inside and outside
 - iii) Checks for those with access to CCTV
 - c) Car Park Ownership
 - d) LED lighting replacements
- 5.3 Property and Assets Management Group (PAMG)
- 5.4 Estates & Playgrounds a) St Aidan's
- 5.5 Communication and Media a) Website b) Facebook

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- 5.6 Swillington Educational Charity – Trustees Report
- 5.7 Councillor Roles and Recruitment
- 5.8 Fundraising
- 5.9 Police Crime Statistics
- 5.10 YLCA Spring Training Conference (28th March) Wakefield
- 5.11 Leeds City Council Parish Charter working group (17th March) Civic Hall, Leeds

6. Finance December 2019/January 2020

- 6.1 To receive and note a bank/accounting system transaction reconciliation
- 6.2 To receive and approve the schedule of payments due
- 6.3 To receive and note a record of Debit/Credit Card payments
- 6.4 To receive and report on income
- 6.5 To receive and note the Clerk/RFO's report concerning VAT reclamation
- 6.6 To receive and approve Budget proposal for 2020/21
- 6.7 To decide on monetary limits for on-line banking
- 6.8 To report change in cut-off date for Clerk's wages and expenses

7. Parish Projects or Issues and Environment - to receive any current reports or updates and resolve any further actions on any of the following:

- 7.1 Environmental – a) In Bloom i) Tree planting ii) Date for Village Clean-up
- b) Wild Flower Meadow i) Grass cutting ii) Drainage problems
- c) Parish Field
- d) Peasecroft Wood
- e) Public Rights of Way
- 7.2 Public reports a) Crime on Queen Street housing estate b) Rubbish on the Lines (suggested organised Lines clean-up)

8. To consider and decide upon the following planning applications:

- 19/07704/FU/E

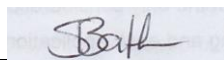
9. To receive any other Communication & Correspondence

- 9.1 To receive information about communications, meetings or training attended by Members and the Clerk.
- 9.2 To consider the following new correspondence received and decide any action where necessary.

10. To notify the clerk of matters for inclusion on the agenda of the next meeting

11. Date of Next Meeting – to consider and agree date of future meeting of the Council.

Authorised Signature:



Mrs S. Bath (Clerk to the Council & RFO)

Email: s.bath@greatandlittlepreston-pc.org.uk

Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later). However a copy of the full recording protocol and Code of practice for use by Third Parties is available from the Clerk.