



Newbald Parish Council

Miss Suzanne Smith
Clerk to the Council
Sandalgrove
Townside Road
North Newbald
YO43 4SL

Tel 01430 828919

Email clerk@newbald.co.uk

12 May 2015

Dear Councillor,

ANNUAL MEETING OF THE COUNCIL – 18 May 2015

You are summoned to the Annual Meeting of the Council to be held in Newbald Village School on Monday 18 May 2015 at 7.15pm.

Yours sincerely

Suzanne Smith
Clerk to the Council

AGENDA

1 ELECTION OF OFFICERS

- 1) Chairman
- 2) Vice-Chairman
- 3) Former Parish Charities
 - i. Prattwood
 - ii. William Gills/Charles Stather
- 4) Newbald Playing Fields Association
- 5) Footpath Wardens
- 6) Newbald Village Hall Management Committee
- 7) Becksies Management Committee

2 APOLOGIES

To receive apologies

3 DECLARATIONS OF ACCEPTANCE OF OFFICE AND INTERESTS

- 1) All Councillors to sign their Declaration of Acceptance of Office
- 2) All Councillors to return their Declaration of Interest Forms or to commit to doing so by 8 June 2015
- 3) To record declarations of interest by any Member of the Council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared
- 4) To note dispensations given to any Member of the Council in respect of the agenda items listed below

4 PUBLIC FORUM

5 ANNUAL PARISH MEETING

To consider any issues arising from the preceding Annual Parish Meeting

6 APPROVAL AND ADOPTION OF MINUTES

- 1) To approve the Minutes of the meeting held on 13 April 2015
- 2) To approve and adopt the minutes of the Finance & Compliance Committee meeting held on 20 April 2015
- 3) To approve and adopt the minutes of the Planning & Highways Committee meeting held on 20 April 2015

7 REVIEW OF INVENTORY OF LAND AND ASSETS

To review and approve the inventory of Land and Assets to be included within the Annual Return.

8 REVIEW OF THE STRUCTURE, ORGANISATION AND PROCEDURES OF THE COUNCIL

To consider and review the current organisation of the Council and determine whether to continue with it and if so, whether any changes are required. The review should include considering the following elements:

- i. Committee and working party structure
- ii. Delegation arrangements to the committees and the Clerk
- iii. Terms of reference for the committees and working parties
- iv. Standing Orders of the Council
- v. Financial Regulations

9 MEMBERSHIP OF COMMITTEES AND WORKING PARTIES

Dependent on any decision made at item 8, to review and where appropriate make changes to the membership of the following:

- 1) Finance and Compliance Standing Executive Committee
- 2) Planning & Highways Standing Executive Committee
- 3) Community Development Working Party
- 4) Community Support Working Party

10 REVIEW OF WORK WITH EXTERNAL BODIES

- 1) Charity and Former Charity Reports
 - i. Prattwood
 - ii. William Gills & Charles Stather
- 2) Newbald Village Hall Management Committee Report
- 3) Becksies Management Committee Report
- 4) Playing Fields Association Committee Report
- 5) Sancton Hill Community Benefit Fund Committee Report

11 FINANCE

- 1) To receive a report from the internal auditor and approve the 2014-2015 Annual Return for external audit
- 2) To appoint the Internal Auditor for the year 2015-2016
- 3) To note and approve an annual increment to the Clerk's pay, in line with her employment contract
- 4) To approve two uses of the Urgent Decisions Procedure
 - a) To give permission for NPC to hire a big screen for the Tour de Yorkshire event on 2 May 2015
 - b) to give permission for the replacement of the path across the grass in front of The Tiger at Punch Tavern's expense
- 5) To approve payments
- 6) To add more signatories to the HSBC bank account

12 PLANNING

1) Planning Applications

To consider the following planning applications and determine what comments NPC should make:

- a) **15/01165/PLF** – Alterations to increase roof height and installation of velux windows to create additional accommodation (Re-submission of 14/01652/PLF) – The Garth, Galegate
- b) **15/01234/TCA** – Fell silver birch because of excessive shading and proximity to neighbour's house – 48 Eastgate
- c) **15/01397/PLF** - Erection of single storey extension to rear – Deepdale House, 2 Vicarage Lane

2) **Electronic working with the Planning Service** – to be briefed on plans for its introduction and to consider whether the Clerk (and possibly another representative) should attend a training course on it.

3) Town/Parish Council Planning Liaison Meeting 2015

To consider whether the Clerk and/or another Council Member should attend this meeting.

13 POWER OF GENERAL COMPETENCE

To confirm NPC's eligibility to use the Power of General Competence

14 SANCTON WIND FARM EXTENSION

To consider whether to create an online questionnaire to gauge feeling in Newbald about the Sancton wind farm. This could be publicised in the June 2015 newsletter.

15 NEWSLETTER AND ANNUAL REPORT

- 1) To give delegated authority for the Clerk to finalise the June 2015 newsletter and 2014 - 2015 Annual Report in consultation with the Chairman
- 2) To consider whether NPC is happy to advertise the post of Village Hall cleaner in the newsletter
- 3) To determine how the Annual Report should be distributed.

16 SOBER HILL WIND FARM COMMUNITY BENEFIT FUND

- 1) To consider the proposals put forward by the Finance & Compliance Committee and make a decision on each of the applications received to the fund
- 2) To consider what guidelines are necessary for the Sober Hill Wind Farm Fund and take steps to create them
- 3) To consider whether powers of further investigation into fund applications should be given to the Finance & Compliance Committee to facilitate a faster decision making process
- 4) To sign the documents necessary to open a bank account for the Community Benefit Fund.

17 PLAYING FIELD

To consider any quotes received from Newbald Playing Field Association for tarmacking the lane.

18 SUPERFAST BROADBAND

To consider feedback from Cllr. Waite regarding the meetings with broadband suppliers and the likelihood them of introducing superfast broadband to Newbald.

19 RED HOUSE FARM

To consider what action to take in light of a recent visit by some Councillors to Red House Farm to assess the state of the access road.

20 CENTENARY BENCH

To consider the nature of any engraving for the top of the centenary bench.

21 COMMUNITY ASSET TRANSFERS

To consider any progress on the potential community asset transfers:

- a) Corner of Galegate and Eastgate
- b) Land outside the front of the Tiger.

22 PROPOSED CEMETERY EXTENSION AND ALLOTMENT PROVISION

To hear progress from the Community Development Working Party as to the feasibility of developing the field at the back of the Village Hall and the viability of any other potential allotment sites. Also, to approve any appropriate action required.

23 VACANCY FOR A COUNCILLOR

To consider ways in which we could encourage potential candidates to come forward to fill the one remaining seat on the Council.

24 PROGRESS REPORTS

To hear progress reports from the working parties on their work towards the objectives as laid out in the Community Led Plan and approve any action necessary.

- 1) Community Support Working Party – e.g. First Aid Training, Crime & Antisocial Behaviour, ‘Dog Day’, Community Emergency Plan.
- 2) Community Development Working Party – e.g. relationship with the school, employment etc.

25 ERYC COUNTY COUNCILLORS

To receive information from the ERYC Beverley Rural Ward Members and enlist their help with outstanding matters where appropriate.

26 INFORMATION EXCHANGE

No decisions can be made under this agenda item.

27 CORRESPONDENCE

To consider and where appropriate take action on the following:

- 1) **Training on ‘Being a Good Councillor’** – opportunity to attend a 3 part course by ERNLLCA on various dates in our region