

Walton Parish Council

Summons to the meeting of Walton Parish Council to be held on Monday 6 March 2023 at 7.00pm,
Walton Village Hall.

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND ALL MEETINGS OF THE PARISH COUNCIL

Prior to the first item there will be a public session for parishioners to address the Council. If possible please contact the Clerk before the meeting if you wish to make a representation.

AGENDA

Public Session commencing 7.00pm:

Presentation by developers of Walnut Farm (Coal Yard), Main Street, Walton

This is a key development within the Neighbourhood Plan and the presentation will allow residents to view proposals and ask any questions relating to the development.

All residents are invited to attend.

1. To receive & approve apologies for absence.
2. To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-17 of the Members' Code of Conduct. Also to declare any other significant interests which the Member wishes to declare in the public interest in accordance with paragraphs 18-20 of the Members' Code of Conduct.
3. To accept the minutes of the Meeting of the Parish Council held on 9 January 2023 as a true and correct record.
4. Matters arising from the minutes of the Meeting.
5. Police Matters: to consider the most recent Crime Information.
6. To consider correspondence received by the Clerk since the last meeting.
7. To note - Clerk/RFO advert placed on YLCA website & bulletins on 15 February. Closing date for applications 17th March 2023.
8. Financial Matters
 - a. Income and Expenditure to 28 February 2023 including Bank Reconciliation.
 - b. Income & expenditure forecast to 31st March 2023.
 - c. To approve Rachel Pearson as internal auditor for 2022-23.
 - d. Review of banking arrangements following closure of HSBC Wetherby in July 2023 (Cllr Taylor).
 - e. Annual review of financial risk - to note that the Internal Financial Controls Checklist is completed by Cllr Taylor prior to each Parish Council meeting.
 - f. To note VAT recovered from HMRC: £315.67 received 23 Feb 2023.
 - g. To note that LCC has confirmed the CTS (Council Tax Support) grant at £77. (Approval of the precept was conditional on there being no significant % change to the anticipated increase in CTS Grant.)
 - h. Payments for approval since last PC meeting:
 - i. PC Crew GoCardless: Maintenance Contract Payment for QuickBooks Inv. 30164 dated 4 Jan 2023. £8.33 + £1.67 VAT. Tot £10.
 - ii. PC Crew GoCardless: Maintenance Contract Payment for QuickBooks Inv. 30542 dated 4 Feb 2023. £8.33 + £1.67 VAT. Tot £10.
 - iii. YLCA – Clerk/RFO advert placed on website and bulletins. £15.00.
 - iv. PWLB Loan Repayment due 15 March 2023. £771.57.

- v. H. Buck Inst Inks reimbursement – Hewlett Packard Instant Inks DD by credit card for Office Jet 4650 Printer: Jan-Feb 23: £9.99 per month. £8.32 + £1.67 VAT x 2. Tot £19.98.
 - vi. Cllr Prudhoe reimbursement – 4 March 2023 village workday costs (tbc).
- i. Approval for Clerk salary and expenses Jan-Feb 2023 (circulated) - includes adjustment for NJC new rates of pay applicable from 1 April 2022 (NALC 2022: EO2-22 - 2022-23 National Salary award).
To note – Clerk mileage & expenses not claimed in order to correct overpayment of £9 vat reimbursement (Minute Ref. 7/11 22/25 8diii – typographical error - £43 vat reimbursed instead of £34 vat ref Defibrillator battery replacement).
 - j. Approval for HMRC payment: Tax on Clerk’s salary Jan-Feb 2023 (circulated).
9. Parish Council Elections 4 May 2023.
 10. To approve the updated Asset Register as at 28 February 2023.
 11. To approve the updated Risk Register/Risk Management document as at 28 February 2023.
 12. Review of IT maintenance contract with PC Crew ref 3ZHP9VEE (commenced 8 July 2017).
 13. 5-yr review of PC legal services provision.
 14. Options for location for the Queen Elizabeth 2 Memorial Bench.
 15. Approval of GDPR Security Incident/Data Breach Policy (circulated).
 16. Village Hall Development (Cllr Wake).
 17. Planning matters.
 - a. 14-day re-consultation - revised plans received. Application details: No 22/03015/FU Site: Land East Of Smiddy Hill Walton. Proposal: Erection of Farm shop with cafe with associated car parking and landscaping. Comments letter sent to LCC Planning 17 January 2023.
 - b. Lovell Development, Thorp Arch (Cllr Clark). Traffic Management letter sent to the developer, 24 Jan 2023.
 - c. Additional Note - Spring Lane Housing determination (Cllr Clark) – note dated 1 Feb 2023.
 - d. To note - Leeds Local Plan 2040 – Scoping Document For Public Consultation.
 - e. Re-consultation - revised plans received. Application details: No 22/02840/FU Site: Land West Of Spring Lane/Walton Cricket Pitch Walton. Proposal: Erection of fourteen new dwellings and associated landscaping works. No objections from Cllrs Aspland & Sharp.
 18. To confirm the date of the Annual Parish Meeting with Chairman’s annual report to the village. This is normally held at 7.00pm before the start of the statutory Annual Meeting of the Parish Council (scheduled for 15 May 2023).
 19. To consider minor items (matters about which no decision can be taken at this meeting) and to notify the Clerk of items for inclusion on the agenda of the next meeting.
 20. Date of next meeting (statutory Annual Meeting of the Parish Council) Monday 15 May 2023, 7.30pm in the Village Hall.

Summons issued by Walton Parish Clerk/RFO
 H Buck
secretary@walton-pc.gov.uk