

Walton Parish Council

**Summons to the Annual Meeting of the Parish Council to be held on Monday 9 May 2022 at 7.30pm
in the Village Hall.**

The meeting will follow the Annual Parish Meeting which will start at 7.00pm.

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

1. Election of Chair of the Council for the ensuing year and signing of the Declaration of Acceptance of Office.
2. Election of Vice-Chairman of the Council for the ensuing year and signing of the Declaration of Acceptance of Office.
3. To receive & approve apologies for absence.
4. 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.
5. Appointments of Members to Council roles/responsibilities.
6. To accept the minutes of the Meeting of the Parish Council held on 14 March 22 as a true and correct record.
7. Matters arising from the PC minutes.
8. Police Matters: to consider the most recent Crime information.
9. To consider correspondence received by the Clerk since the last meeting and to agree further action where necessary.
10. Annual Review of Governance Documents (circulated)
 - a. Code of Conduct.
 - b. Procedural Standing Orders.
 - c. Financial Regulations.
11. Financial Matters
 - a. Approval of end of year Parish accounts: Income and expenditure statement 1 April 2021 to 31 March 2022.
 - b. Bank reconciliation statement as at 31 March 2022.
 - c. Approval of the 2021/22 Annual Governance Statement (AGAR 2021/22).
 - d. Approval of Accounting Statements 2021/22.
 - e. Approval of Certificate of Exemption from a limited assurance review (external audit) under S9 of the Local Audit (Smaller Authority) Regs 2015 (the higher of gross income & expenditure for Walton PC was less than £25,000 for the year ending 31.3.2022).
 - f. To note that the Parish Council has reviewed the effectiveness of its system of internal financial control during the financial year 1 Apr 2021-31 March 2022 at 2-m intervals prior to each parish council meeting.
 - g. Approval of Income & Expenditure 1-30 April 2022 including Bank Reconciliation statement 1-30 April 2022.
 - h. To note precept received 1 Apr 2022: £6,578.00 & CTS Grant: £77.00.

- i. Payments for approval since last PC meeting:
 - i. Yorkshire Local Council Associations (YLCA) Annual Membership Subscription 1 Apr 2022 – 31 Mar 2023. Total £127.
 - ii. Smith of Derby Clockmakers. St Peter’s Clock: Call out/stand-alone inspection to report fault, check complete installation and submit report. £150 + £30 VAT. Total £180.
 - iii. Reimbursement: R Prudhoe: 6 A1 display posters for Walton Village traffic meeting. Total £42.
 - iv. PC Crew GoCardless: Maintenance Contract Payment for QuickBooks Inv. 26822 dated 4 Apr 2022. £8.33 + £1.67 VAT. Tot £10.
 - v. Gallagher Local Council Annual Insurance. Insurance Premium £345.63, Insurance Premium Tax £41.48, Admin Fee £50. Total £437.11.
 - vi. PC Crew GoCardless: Maintenance Contract Payment for QuickBooks Inv. 27203 dated 4 May 2021. £8.33 + £1.67 VAT. Tot £10.
 - vii. H. Buck Inst Inks reimbursement – Hewlett Packard Instant Inks Direct Debit by credit card for Office Jet 4650 Printer: Mar-Apr 21: £9.99 per month. £8.32 + £1.67 VAT x 2. Tot £19.98.
 - j. Approval for Clerk salary and expenses Mar-Apr 2022 (circulated).
 - k. Approval for HMRC payment: Tax on Clerk’s salary Mar-Apr 2022 (circulated).
12. Traffic Report and latest recommendations as circulated (Cllr Clark).
Councillors to consider two report recommendations: Measures as laid out at S 3.1 & 5.1; and Next Steps at S 6.0.
 13. St Peter’s Clock repair: actions and payment options (Cllr Aspland). Smith of Derby Summary Report & Proposal circulated.
 14. Maintenance of the playground (Cllr Simpson).
 15. Village Work Days (Cllr Prudhoe). Sat 14 May (general tidy, grass verges cut, litter picking etc.) & Sat 28 May (decoration of inside and out of the Village Hall, Church & Pub with Jubilee bunting etc.).
 16. Jubilee celebrations update including call for volunteers (Cllr Wake).
 17. Village Hall Development (Cllr Wake).
 18. Planning matters.
 - a. Application Number: 22/01548/FU/NE For: Retrospective application for single storey side extension Site At: 17 Rudgate Park Thorp Arch Wetherby. The application site is not within Walton’s official Parish boundary. No objections from Cllrs Aspland and Sharp.
 - b. Application Number: 22/01681/FU/NE For: Retrospective change of use of open space to residential curtilage Site At: 17 Rudgate Park Thorp Arch Wetherby Grid Ref: 444251447401. The application site is not within Walton’s official Parish boundary. No objections from Cllrs Aspland and Sharp.
 - c. Glamping application update Ref. No: 20/08547/FU |Status: Pending Consideration, For: Change of use of land for the siting of 8No. Glamping geodomes for holiday use, storage building and ancillary works. At: Land off Hall Park Road Walton Wetherby LS23.
Additional WPC comments letter dated 25 March sent to LCC Planning re flooding and drainage issues.
 - d. Application Number: 22/01228/FU/E For: Installation and operation of a biomass boiler system, comprising internal wood fuel storage and the external construction of a 15.25m flue emission chimney Site At: Champagne Whin Springs Lane Walton Grid Ref: 443518449120.
Meeting with site operator: 23 April. Comments letter sent to LCC Planning: 29 April. Information via newsletter circulated to residents: 30 April.

- e. Planning Appeal. Site: Land to the North-west of 1 Wetherby Road, Walton Wetherby LS23 7BG.
Description: Certificate of Existing Lawful Development for Use of land as domestic garden
(resubmission of 20/04963/CLE) Planning Inspectorate Reference APP/N4720/X/22/3295691.
The Planning Inspectorate has received the above appeal against the refusal. It will be dealt with by
the Written Representations procedure and the Inspector will carry out a site visit.
Additional WPC comments letter dated 22 April sent to the Planning Inspectorate, Bristol BS1 6PN.

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: Monday 4 July 2022, 7.30pm in the Village Hall.

Summons issued by Walton Parish Clerk/RFO

H Buck

secretary@walton-pc.gov.uk