

Walton Parish Council Responsibilities – May 2022 review

David Aspland

Chair, Directions & Strategy, Planning Issues

To set the direction for the Parish Council; to chair the public meetings and other occasions requiring official representation; to ensure that the quality, relevance and integrity of Council business is of the highest order and that all governance processes and procedures are in place and are operating effectively, including all business and financial proprieties. To be accountable for the business of the Parish Council.

To receive planning applications for comment and to ensure proper research, suitable analysis and appropriate recommendations to the full Parish Council; to ensure that there are no breaches of regulation and that the village interests are effectively protected.

Brodie Clark

Vice-Chair, Neighbourhood Plan

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oversee and account for the progress and successful delivery of a Walton Neighbourhood Development Plan; to meet the requirements of the village community, the Parish Council and the Leeds City Council core strategy; to deliver to agreed timelines and to cost and to report progress regularly to the Parish Council.

Richard Prudhoe

Projects & Project Oversight

To oversee and account for the progress of the agreed Walton project portfolio; to maintain a project team; to deliver the programme of projects against planned delivery dates; to report regularly to the Council on progress and to ensure that projects are suitably funded and managed.

Stephen Sharp

Community Assets and Upkeep, Planning Issues

To ensure that the upkeep of the Parish is properly maintained, including the village assets and all matters to do with health and safety, deterioration on road and pavement surfaces, loss of pavements to vegetation and any other issue where deterioration might detract from the safety or attractiveness of the community.

To receive planning applications for comment and to ensure proper research, suitable analysis and appropriate recommendations to the full Parish Council; to ensure that there are no breaches of regulation and that the village interests are effectively protected.

Edward Simpson

Community Assets & Upkeep

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David Taylor

Finance & GDPR

To ensure that all matters of finance are dealt with in a proper and legally compliant manner; to oversee all accounting issues and to advise the council on all matters of finance and grants including investment, expenditure and income; to satisfy the Council that all associated procedures – including audit and book keeping are in a satisfactory condition. Responsibility to oversee Data Protection.

Mark Wake

Communications

To ensure that the agreed communications strategy is delivered in full; to support the Chair and Council in all other day to day proactive and reactive communications matters – providing appropriate advice and offering direct support in producing timely communications that are accurate, attractive, relevant and clear.