

Clapham cum Newby Parish Council

Dear Councillor

21st April 2023

You are summoned to attend the next meeting of Clapham cum Newby Parish Council, to be held on Thursday 27th April 2023 at 7:30 in Clapham Village Hall.

The public and the press are invited and parishioners' participation will be taken at the start of the meeting and at other times at the Chairman's discretion. The time allowed may be restricted by the Chairman to 15 minutes.



Steven Culver (Parish Clerk)

AGENDA

- 1. To receive apologies**
- 2. Code of Conduct and Disclosable Pecuniary Interests**
 - 2.1 To receive any declarations of interest not already declared under the Council's code of Conduct or a members Register of Disclosable Pecuniary Interests
 - 2.2 To receive, consider and decide upon any applications for dispensation
- 3. To confirm the minutes of the meeting held on 15th February & 15th March 2023 as a true and fair record**
- 4. To receive the Police Report**
- 5. Highways, Streetlight, Road Signage and Boundary Markers**
 - 5.1 To receive requests and decide further action on**
 - i) Sawmill Signage around village
 - ii) Clapham village sign on Station Road
 - 5.2 To receive notifications**
 - i) Road Closure on Hollin Lane 12th May
 - ii) Road Closure on Old Road 19th May 09:30 – 15:30
 - 5.3 To receive updates and decide further action on outstanding issues**
 - i) Litter situation A65 & B6480
- 6. To receive information on the following ongoing issues and decide further action where necessary:**
 - 6.1 Parish Maintenance Matters
 - i) To consider whether any work should be assigned to independent contractors
 - 6.2 The community emergency plan, community defibrillator training and other topics related to the emergency services
 - 6.3 Neighbourhood Planning
 - 6.4 Climate Emergency
- 7. To consider and decide upon the following planning applications**
 - i) 2023/24881/FUL – Laithbutts, Laithbutts Lane, Newby, Clapham, LA2 8JE
- 8. To receive the following planning decisions / information**
 - i) 2022/24253/HH– Lower Hardacre House, High Bentham, Lancaster, LA2 7AT - APPROVED
- 9. Financial Matters**
 - 9.1 To approve the following accounts for payment
 - i) Yorkshire Locals Councils Associations Membership 2023-24 - £308.00
 - ii) Andrew's – neighbourhood Plan Printing - £283
 - iii) St Matthew's Church Keasden, Use of Hall for Neighbourhood plan meeting - £35.00

iv) Amendment to Standing Order for The Clerk's salary & PAYE following Tax change for new financial year – *Monthly Payment to Clerk £300.20, Nil to HMRC*

9.2 To note automated payments made

- i) Standing Order for Clerks February PAYE
- ii) Standing Order for Clerks March Salary
- iii) Bank Charges - £10.00
- iv) DD in favour of nPower *February Electricity* - £29.25

9.3 To receive the detailed bank statements as at 31st March of

HSBC1 £2,953.28
HSBC2 £12,743.37

9.4 To receive Bank reconciliations as at 31st March 2023

9.5 To consider any items to claim under FOB AONB Partnership Lengthsman funding for 2022-23 (tree maintenance)

9.5 To review the effectiveness of internal audit procedures including financial risk management and budgeting

9.6 To compare and review actual income and expenditure with the budget for Q4 & Full Year 2022-23

9.7 To provide an update on 2022-23 Internal Audit Progress

9.8 To note the completion of the 2022-23 VAT return and the total of £ being reclaimed from HMRC

9.9 To sign the AGAR for 2022-23

10. To receive and consider actions and decisions to be taken

10.1 To receive and respond to items of correspondence received prior to this meeting

- i) King Charles III Coronation
- ii) Telephone Coverage in Clapham Village
- iii) Locations for future meetings – Newby / Keasden
- iv) North Yorkshire Council Standards Arrangements
- v) Play Park Bins
- vi) Austwick Sewage discharges
- vii) Resolutions for Debate YLCA
- viii) DLUHC Consultation on the new Infrastructure Levy

10.2 To receive and respond to items of correspondence received too late for inclusion on this agenda

11. To notify the Clerk of matters for inclusion on the agenda of the next meeting

12. Employment Matters – *Covered in 9.1.iv*

13. Parishioner Matters Arising – Items not raised at start of the meeting but now relevant because of previous discussions.

14. To Exclude the Public and Press from the meeting and discuss confidential matters regarding the Clapham School Building.

15. To confirm the date of the next meeting to be Thursday 18th May 2023 which will include the Annual Parish Meeting at 7:00 p.m.

NYC	North Yorkshire Council	YDNPA	Yorkshire Dales National Park Authority
SLCC	Society of Local Council Clerks	YLCA	Yorkshire Local Councils Association
YDMT	Yorkshire Dales Millennium Trust		

