



Agenda for the Annual Meeting Clifford Parish Council
To be held at 7.30 pm on Wednesday 21 May 2025
at Clifford Village Hall

This is your summons to the meeting of the Parish Council on the date above. If you are unable to attend, please notify me & send me any comments you wish to make on items on the agenda, in advance of the meeting.

Prior to the meeting commencing there will be a Public Participation session. Each member of the public present may speak once for up to 5 minutes on any item. The council will take these representations into account when agenda items are discussed but is not required to make a response. The Chairman may direct that a question posed during this section may be answered by a member of the council, or by the clerk. This session will last for a maximum of 20 minutes after which members of the public will no longer be permitted to address the Council for the remainder of the meeting, unless specifically invited by the Chairman.

1. To elect the Chairman of the Parish Council for 2025/2026 and received their Acceptance of Office Form.
2. To elect the Vice Chairman of the Parish Council for 2025/2026 and received their Acceptance of Office Form
3. To receive apologies and, where requested, approve the reasons for absence.
4. Crime Report
5. a) To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 9-10 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 13-19 of the Members' Code of Conduct.
(b) To give notification of any changes in the Members' Register of Interests
6. To confirm the minutes of the meeting held on 16 April 2025
7. Chairman's Business
8. Clerk's Report
9. Ward Councillor's Business
10. Neighbourhood Plan Community Projects & CIL Funding: To receive an update on progress.
11. Lead Members & Committee Representatives, to consider actions required
12. To approve the Committee & Working Group memberships and lead responsibilities for 2025/2026
13. To approve the following:
 - 13.1 Standing Orders
 - 13.2 Financial Regulations
 - 13.3 Code of Conduct
14. To agree the issues to be raised at the LCC Highways meeting on 3 June 2025
15. To approve the cost of hiring a grab wagon to clear rubble from the land off South View.
16. To consider the quotes for tree work at the Clifford Allotments
17. To consider the purchase of audio equipment for Parish Council events
18. To approve the insurance quote for 2025/2026
19. AGAR
 - 19.1 To receive the internal auditor's report and note any recommendations.

- 19.2 To approve and sign the Annual Governance Statement for 2024/2025 (AGAR Part 3)
 19.3 To approve and sign the Financial Statements for 2024/2025 (AGAR Part)
 19.4 To note the period for the exercise of Public Rights to inspect the unaudited accounts

20. Planning matters

20.1 Decisions known or received

25/00869/FU Replacement of 8 windows to existing openings at front and rear 44 High Street Clifford. Approved

25/01268/CLP Certificate of Proposed Lawful Development for a single storey side extension -32 Lonsdale Meadows Boston Spa Approved

Appeal 105033 Change of use of land, demolition of existing garage/workshop and provision of a modular timber lodge to form a new dwelling together with new vehicle site access, associated gravel driveway and paved terrace area - Land Off Bramham Road Clifford. Appeal dismissed.

20.2 Planning Applications under consideration by the Planning Working Group

25/02349/FU/NE Two storey rear extension; new entrance door to front; conversion of garage to habitable room; new door and window to side elevation at 10 Lea Croft Clifford

25/02743/FU/NE First floor side extension above existing ground floor extension Site At: 14 Mill Dam Clifford

20.3 Enforcement

21. Financial Matters

21.1 To note the following receipts

i	BACS	CCLA Account 1	1,121.21
ii	BACS	CCLA Account 2	229.21
iii	BACS	LCC Footpath grant	275.00
iv	BACS	VAT Refund	4940.95
v	BACS	Santander (Interest)	288.76

21.2 To approve the following payments

		Payee	Amount (excl VAT)	VAT	Total	Sec 137
i	BACS	Clerk's Salary			tbc	
ii	BACS	Hart Law (Land Registry Disbursements)	242.00	0	242.00	
iii	BACS	Elkerlodge Services Ltd (Internal Audit)	300.00	60.00	360.00	
iv	BACS	Branchlines Tree Services (Northways trees)	840.00	0	840.00	
v	BACS	Parish Online (Digital Mapping)	120.00	24.00	144.00	
vi	BACS	Malcolm Spink (Fencing St Edwards field)	3900.00	0	3900.00	
vii	BACS	Jack Wray (Allotment bond refund)	50.00	0	50.00	
viii	BACS	WVGM (Grass cutting)	545.00	0	545.00	
ix	BACS	Clive Hilton (Allotment bond refund)	50.00	0	50.00	
X	BACS	Unity Trust (Bank fees)	6.00	0	6.00	
xi	BACS	Dave Ainsty (PA hire)	40.00	0	40.00	

21.3 To receive the bank reconciliations and note the bank balances as at 30 April 2025

22. Correspondence Updates (other than that relating to specific agenda items)

23. To note that any reports/agenda items for the Meeting to be held 18 June 2025 on need to be with the Clerk by Tuesday 10 June 2025

N R Fairbairn

Nancy Fairbairn, Clerk
 15 May 2025