



Agenda for the Annual Meeting of Clifford Parish Council
To be held at 7.30 pm on Wednesday 20 May 2026
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 2026/2027 and received their Acceptance of Office Form.
2. To elect the Vice Chairman of the Parish Council for 2026/2027 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 15 April 2026
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 structure and memberships and lead responsibilities for 2026/2027.
13. To approve the following:
 - 13.1. Standing Orders
 - 13.2. Financial Regulations
 - 13.3. Code of Conduct
 - 13.4. Data Retention Policy
14. To receive the Data Audit for 2025/2026
15. CAHA Accounts
 - 15.1. To note the completion of the CAHA Audit for 2025/2026
 - 15.2. To receive CAHA Budget for 2026/2027
16. To approve the insurance quote for 2026/2027
17. To approve the cost of clearing vegetation from the bridge at the Chapel Lane/Albion Street junction

18. To approve a grant to the Village Hall for a bench to be installed in the Village Hall garden

19. AGAR

- 19.1. To receive the internal auditor's report for 2025/2026 and note any recommendations.
- 19.2. To approve and sign the Annual Governance Statement for 2025/2026 (AGAR Part 3)
- 19.3. To approve and sign the Financial Statements for 2025/2026 (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

26/01278/FU Part single storey part first floor level front and side extension, single storey side and rear extension, new pitched roof to ground floor rear amalgamating with roof over extension, canopy porch to front, fenestration alteration to side, part conversion of garage to habitable rooms, extension of front and rear hard standings. - 5 Springfield Clifford. Approved.

20.2. Planning Applications under consideration by the Planning Working Group

26/01987/FU/NE Extension to existing outbuilding to rear, new first floor windows to rear and two storey side infill extension at 2 Victoria Place, Clifford.

26/01990/FU/NE Covered canopy to side; new door to side; new window to rear at 3 Spa Crescent, Boston Spa.

26/02088/FU Subdivision of single dwelling to form two semi detached dwellings, demolition of existing conservatory and erection of single storey side and rear extension, a part two storey part single storey side extension, replacement roof over existing porch, fenestration alterations to all sides, replacement windows throughout, rooflights to side, and a Juliet balcony to rear at Clifford Moor Cottages, Rhodes Lane, Clifford.

26/02484/FU Change of use of land from equestrian field/paddock to a dog exercise field for use by dogs kennelled at Clifford Moor Farm Pet Hotel and for pre-booked members of the public; addition of new pedestrian gate and alteration of existing vehicle gate to replace with fencing Field Adjacent To Rhodes Lane & To East Of Clifford Moor Farm Pet Hotel, Clifford

20.3. Enforcement

None

21. Financial Matters

21.1. To note the following receipts

i		CCLA Account 1	1052.75
ii		CCLA Account 2	198.73
iii		HRMC (VAT refund 2025 /2026)	1340.89
Iv		Santander Business Banking Bond (interest)	439.39

21.2. To approve the following payments

		Payee	Amount (excl VAT)	VAT	Total	Sec 137
i	BACS	Clerk's Salary			tbc	
ii	DD	Unity Trust (Bank fees)	7.00	0	7.00	
iii	BACS	Elkerlodge Bookkeeping Services Ltd	300.00	60.00	360.00	
iv	BACS	Geosphere Ltd (Parish Online)	144.00	0	144.00	
v	BACS	Chris Bottomley Services (Northways locks)	427.32	0	427.32	
Vi	BACS	WVGM (Grass cutting)	360.00	0	360.00	
Vi	BACS	Albion Pub (Defibrillator Cabinet)	529.00	0	529.00	

21.3. To receive the bank reconciliations and note the bank balances as at 30 April 2026

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 17 June 2026 on need to be with the Clerk by Tuesday9 June 2026

N R Fairbairn

Nancy Fairbairn, Clerk
14 May 2026