

Dear Councillors,

You are summoned to attend an Ordinary Meeting of the Parish Council commencing at 7.30pm on Tuesday 10 September 2024 in Hutton le Hole Village Hall.

A-M Benson Clerk 28 August 2024

Supporting Documents

Income/Expenditure & Bank Reconciliation.

Draft Minutes 11 & 19 June 2024

1 Co-option application (already sent by Cllr Bentley)

NYMPA Grant application form

Planning application notification (already sent out)

The business to be transacted at the meeting is noted below.

Ratified updates Public Bodies (Admissions to Meetings) 1960 apply to this meeting.

AGENDA

1) Non-attendance of Councillors

- a) To receive and note apologies from Councillors unable to attend the meeting.
- b) To consider reasons for absence provided by Councillors and if felt relevant resolve to accept.

2) To note any declarations of interest:

- (a) To approve dispensation requests.
- (b) To note Declarations of Interest not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.

3)

- a) To approve the minutes of the Meetings held on 11 and 19 June 2024.
- b) To consider matters arising not covered elsewhere on the Agenda.

4) Public Session - to allow members of the public to make representations, ask questions and give evidence in respect of any items of business on the agenda. (Maximum 3 mins)

5) PLANNING

To consider any Planning Applications/Decisions received from NYMNPA.

NYM/2024/0552 - proposed works to trees in a Conservation Area, for your information Near to Dial House, Hutton le Hole - one Sycamore for crown reduction or felling.

Should an application be recorded the detail is made by the authority pursuant to section 47 of the Copyright, Design & Patents Act 1988.

Permission has been received from the relevant planning authority to share the information contained solely for the purpose of the consultation.

6) VILLAGE

- a) To receive a report from Cllr Dangerfield regarding work undertaken by the Caretaker since the last meeting.
- b) To receive comments from councillors regarding work completed since the last meeting and to consider requests for specific items over the next month.

- c) To receive a report from Cllr Bentley about the issues raised by Parishioners regarding the upkeep of the Village.
- d) To consider the process and timetable for a consultation exercise with Parishioners regarding the ongoing role of the caretaker and the feedback reported at item 6 c).

7) FINANCIAL MATTERS

- a) To receive and agree an update in respect of funds held and money movement since the start of the financial year. (Circulated with Agenda)
- b) To approve Cheques issued at/outside the meeting since June.
 - Caretaker (June) 01/07/2024 Cheq. 679 £826.00
 - Clerk's expenses 05/07/2024 Cheq. 682 £69.89
 - Quarterly Payroll Fee 15/07/2024 Cheq. 683 £105.00
 - Annual Audit Fees 19/07/2024 Cheq. 684 £168.00
 - Caretaker (July) 06/08/2024 Cheq. 685 £686.00

8) CO-OPTION PROCESS

- a) Council to consider and discuss any applications received for Co-option to the Parish Council
- b) To resolve the next steps to be taken

9) NUMBER OF COUNCILLORS ON PARISH COUNCIL

- a) For Council to consider the response from YLCA on increasing the number of Councillors for Hutton le Hole Parish Council
- b) To resolve what (if any) action to be taken on this matter

10) CARETAKER CONTRACT

To consider:

- (i) extending the current contract of the caretaker (which ends 30 September 2024) until March 2025
- (ii) (ii) the tendering process and timetable for the 2025/2026 contract.

11) Information from and questions to the Chair:

- i) NYMPA Contribution to Caretaker Costs.

12) Information from the Clerk:

- a) To note the grant application form sent to NYMPA – for contribution to Caretaker costs
- b) To receive an update from the Clerk on the Banking changes

Meeting closed at:

Date of next Meeting: 8th October 2024 at 7.30pm at Hutton le Hole Village Hall

Members of the public wishing to attend should contact the Clerk at least 24 hours before the meeting if possible. clerk@huttonlehole.org.uk - 07459 101188