

DRAUGHTON PARISH COUNCIL

NOTICE OF THE ANNUAL MEETING OF THE COUNCIL TO BE HELD ON
THURSDAY 18 MAY 2017 IN THE VILLAGE HALL AT 7.30PM FOLLOWING THE
ANNUAL PARISH MEETING AT 7PM

(Note: the start time may be delayed if the Annual Parish Meeting is still in progress)

A G E N D A

1. **Election of Chairman** – to elect the Chairman of the Council and receive the Chairman’s Declaration of Acceptance of Office
2. **Apologies** – to receive apologies and consider reasons for absence
3. **Election of Vice-Chairman** – to elect the Vice-Chairman of the Council
4. **Notice of Casual Vacancy** - to note the publication, with effect from 15 May, of a casual vacancy on the Council following the resignation of Cllr Bell

5. **Register of Interests** – to confirm interests held in the Register maintained by the Monitoring Officer
(Note: all councillors may check copies of their current registration forms available on the website – www.draughton.org)
6. **Disclosure of interests** – to receive any declarations of interests not already recorded in the Members’ Register of Interests, to note any interests relevant to the business of the meeting (whether previously registered or not), and, if so required, to receive and consider applications (if any) for dispensation pursuant to the Council’s Code of Conduct for members with an interest to take part in the discussion and vote on the business in question

7. **Annual Parish Meeting** – to consider any comments and proposals referred from the Annual Parish Meeting concerning the following matters (as proposed for discussion at the village meeting by the Parish Council):
 - (i) Housing development in the village
 - (ii) Protection of the village green*(Note: any other matters referred from the Annual Parish Meeting may be proposed for inclusion on the agenda of the next meeting.)*

8. **Minutes** – to confirm the Minutes of the Meeting held on 20 April 2017 as a true and correct record *(attached)*
9. **Matters arising** – to receive the Clerk’s report for information and to decide further action where necessary on the following ongoing issues:
 - (i) Verge cutting by volunteers – to consider a specific risk assessment for use of Council-owned machinery *(copy attached)*
 - (ii) Transparency Fund – to consider a draft application for funding 2017/18 *(copy attached)*
 - (iii) Village signs – to consider quotations and a report from the Clerk

*Clerk to the Parish Council: Mrs Jane Markham
The Pines, Draughton, Skipton, BD23 6DU*

Tel: 01756 711305

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10. **Policies and Procedures of the Council** - to review and confirm the existing policies and procedural documents of the Council (*copies of documents available on website*)
11. **Delegation to Committees and Officers** –
 - (i) To review the delegation arrangements of the Council
(*Note: no authority currently delegated to committees or other local authorities; an explanation of authority currently delegated to the Clerk available on website*)
 - (ii) To consider the re-appointment or dissolution of the superfast broadband advisory committee and, if so required, (re)appoint member(s) to serve on it until the date of the next annual meeting of the Council
12. **Planning** – to note planning decisions and to decide action as necessary:
 - (i) Application 24/2017/17892 – tree works Croft House Farm - approved
 - (ii) Any other planning applications received after publication of the agenda but at least 3 clear days before the meeting (any applications received to follow)
13. **Financial Matters** – To note payments made (as authorised) in the month, and to approve the month's accounts for payment:
 - (i) *Clerk's expenses – stationery* £19.10
 - (ii) *Reimbursement to Cllr Bell -petrol and can* £47.40
 - (iii) *RAY subscription* £35.00
 - (iv) *ISS – Village Green grass cutting* £136.80(*Copy of payments schedule circulated to Members*)
14. **Consultations and Correspondence**– to note e-newsletters circulated for information, and to consider correspondence received and decide action where necessary on the following matters:
 - (i) *North Yorkshire Permit Scheme (for Highways roadworks)*
 - (j) *YLCA – Good Councillor Guides available £3.49 per copy*
 - (k) *SELRAP – open meeting 8 May 2017 8pm Herriots Hotel*
15. **Meeting Schedule 2017/18** – to confirm the dates of meetings in 2017/18
(*Copy of draft schedule attached*)
16. **Date of Next Meeting** – to confirm the date: 22 June 2017

Members of the Council are hereby summoned to attend the meeting. The Press and Public are invited to attend, but the Public are reminded that they are permitted to take part in any discussions only at the discretion of the Chairman of the Meeting.

Councillors and Local Electors wishing to have any issues raised at the meeting are asked to notify the Clerk (preferably in writing) one week before the meeting. At the discretion of the Chairman of the Meeting, any such issues will be included on the Agenda.

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