

DRAUGHTON PARISH COUNCIL

NOTICE OF THE NEXT MEETING OF THE COUNCIL TO BE HELD ON THURSDAY 19 APRIL 2018 IN THE VILLAGE HALL AT 7.00PM

A G E N D A

1. **Apologies** – to receive apologies and consider reasons for absence
2. **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, and, if required, to receive and consider applications (if any) for dispensation pursuant to the Council's Code of Conduct to take part in the meeting for the business in question
3. **Co-option of Member to Casual Vacancy** – to co-opt a member to the Casual Vacancy on the Council
4. **Minutes** – to confirm the Minutes of the Meeting held on 15 March as a true and correct record (*attached*)
5. **Matters arising** – to receive the Clerk's report for information and to decide further action where necessary on the following ongoing issues:
 - (i) *Traffic signage – to receive an update from the Clerk on proposals to site signage on the telegraph pole, and to note a questionnaire from NYCC assessing demand for VAS equipment (criteria and costs attached)*
 - (ii) *Ward Member Grant – to note receipt of grant for grass cutting and gritting equipment*
 - (iii) *X84 timetable – to note an update from the Clerk*
6. **Planning** – to note planning decisions, consider the following planning matters, and decide any action as necessary:

Field House Farm – proposed two storey extension (Ref 2018/19090/HH)
Land at top of village – housing development (Ref 2018/18883/FUL)

Note: Any additional planning applications received after publication of the agenda but at least 3 clear days before the meeting will be sent out to follow for consideration at the meeting
7. **Annual Governance and Accountability Return 2017/18** – to receive the report of the Internal Auditor, and to consider the financial accounts 2016/17

*Clerk to the Parish Council: Mrs Jane Markham
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and, if thought fit, to approve the annual governance statement and accounting statements for signature by the Chairman and Responsible Financial Officer
(Copy of Report of Internal Auditor and Receipts and Payments Statement attached)

8. **External Audit** - to decide to issue an exemption certificate to External Auditors in respect of the Annual Return 2017/18
9. **Register of Assets** – to review and confirm the Council’s Register of Assets
(Copy attached)
10. **Other Financial Matters** –

A To note payments made (as authorised) in the month, and to approve the month’s accounts for payment:
(i) Clerk’s expenses – website domain renewal and stationery - £16.99
(ii) Craven Stationery – printing of flyer - £12.50
(iii) SLCC subscription - £58
(iv) YLCA GDPR training - £45
B To receive the Bank Reconciliation to 31 March 2018
C To receive a quotation for renewal of the Council insurances from May 2018
11. **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) Craven District Local Plan – to note the submission of the Plan to the Secretary of State on 27 March 2018
(ii) Visit by Skipton History Society on 21 June
(iii) Email exchange with Highways re flooding at top of village
(iv) Email re issues discussed at Parishes Liaison meeting on 21 March
12. **Annual Parish Meeting** – to note date of meeting to be convened by the Chairman: 17 May 2018
13. **Date of next meeting** – to confirm the date: 17 May 2018

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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