

DRAUGHTON PARISH COUNCIL

NOTICE OF THE ANNUAL MEETING OF THE COUNCIL TO BE HELD ON
WEDNESDAY 17 MAY 2021 IN THE VILLAGE HALL AT 7PM

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 Councillors** – to receive Declarations of Acceptance of Office from all members of the Council
4. **Election of Vice-Chairman** – to elect the Vice-Chairman of the Council
5. **Register of Interests** – to confirm interests as recorded and to be held in the Register maintained by the Monitoring Officer
Note: all councillors will need to complete and file new registration forms by 6 June (28 days after the election)
6. **Disclosure of interests** – to note any interests relevant to the business of the meeting (whether 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. **Minutes** – to confirm the Minutes of the Meeting held on 12 April 2021 as a true and correct record and to note the Clerk’s report on matters arising for information (*attached*)
8. **Policies and Procedures of the Council** - to review and confirm the existing policies and procedural documents of the Council and to consider for adoption the revised Code of Conduct (*attached; copies of other policies available on website*)
9. **Delegation to Committees and other local authorities** – to review the delegation arrangements of the Council
(Note: no authority currently delegated to committees or other local authorities)
10. **Delegation to Clerk** – to ratify decisions taken since the date of the last meeting by the Clerk on behalf of the Council, in accordance with the provisions of the Scheme of Delegation dated 16 March 2020, and to confirm the Scheme’s continuing application subject to review at each future meeting
11. **Internal Auditor** – to confirm the appointment of the Internal Auditor 2021/22
12. **Clerk’s Report** – to consider the Clerk’s Report on ongoing and outstanding items of business (*listed in report attached at item 7*), and to decide any matters as necessary on the following matters:
 - Jubilee bench on Green (*papers attached*)
 - Dog bin on Roman road

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

Tel: 01756 711305

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13. **Planning** – to note the Clerk’s update on any outstanding planning issues, to note any recent planning decisions (*listed in report attached at item 7*), and to decide any action as necessary on the following application:
 - Housing development opp. Old Post Office (APP/C2708/W/21/3266974)
14. **Consultations, Correspondence and Members’ Discussion Forum** - to note e-newsletters circulated for information, to consider correspondence received, and to decide action where necessary on the following matters:
 - *Friends of the Dales – email re maintenance of verges*
 - *Consultation on rural broadband*
 - *Feedback on remote meetings (NALC survey)*
 - *YLCA Conference (attended by Clerk on 21/22 April) – recordings of relevant sessions to be circulated to all councillors on request*
15. **Date of Next Meeting** – to confirm the arrangements: 7 June 2021

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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