

# DRAUGHTON PARISH COUNCIL

## NOTICE OF THE ANNUAL MEETING OF THE COUNCIL TO BE HELD ON MONDAY 16 MAY 2022 IN THE VILLAGE HALL AT 7.00PM

### 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. **Members’ Declarations of Acceptance of Office** – to note the signing of Declarations of Acceptance of Office in the presence of the Clerk
5. **Register of Interests** – to receive members’ Declarations of Interests to be held in the Register maintained by the Monitoring Officer
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. **General Power of Competence** – to consider eligibility for renewal of the Council’s General Power of Competence and decide action as appropriate
8. **Minutes** – to confirm the Minutes of the Council Meetings held on 21 March and 25 April 2022 as a true and correct record in each case (*attached*)
9. **Annual Parish Meeting** – to consider any matters referred from the Annual Parish Meeting held on 25 April 2022, including the Police Report 2022 (*attached*)  
*Note: any other matters arising from the Annual Parish Meeting may be proposed for inclusion on the agenda of the next meeting.*
10. **Matters arising from Council Meetings** – to receive the Clerk’s report for information (*attached*)
11. **Clerk’s Report** – to consider the Clerk’s Report on ongoing and outstanding items of business (*listed in report attached at item 10*), and to decide any action as necessary on the following matters:
  - History Project
  - Draughton Vergers Equipment
  - Traffic Safety
12. **Policies and Procedures of the Council** - to review and confirm the existing polices and procedural documents of the Council, including the Risk Management Policy, and to consider updated versions of Standing Orders and Financial Regulations (*copies of documents available on website; draft updated versions circulated to Members*)

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

*Tel: 01756 711305*

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13. **Delegation to Committees and Officers** –  
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*
14. **Scheme of Delegation** – 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 7 June 2021, and to confirm the Scheme’s continuing application subject to review at each future meeting
15. **Planning** – to note planning decisions and to decide action as necessary on the following ongoing matters:
  - (i) Housing development at the top of the village
  - (ii) Land near Field House Farm*Note: Any additional planning applications received after publication of the agenda but at least 3 clear days before the meeting will be circulated to Members and may be considered at the meeting*
16. **Village Green** – to review arrangements for maintaining the village green and decide action as necessary
17. **Insurances Renewal 2022** – to note renewal of the insurances 2022 with Zurich at a premium of £206.09 (no increase in cost year on year since 2017), and decide any action as necessary
18. **Climate Change – Proposals for Church and Community Initiatives** – to receive an update on proposals for St Augustine’s Church and on the Council’s grant-funded community initiative (Draughton Action to Zero), to receive an update on consultants’ bids for work on a climate action feasibility study (*information circulated to Members*), and to decide any matters as necessary, including, if thought fit, the appointment of a working group of the Council to take matters forward
19. **Consultations and Correspondence**– to note e-newsletters circulated for information, to consider correspondence received, and decide action where necessary on the following matters:
  - (i) *Report on YLCA JEB and Branch business and dates of Branch meetings*
  - (ii) *Police Commissioner – consultation meeting on 26 May at 6.30pm*
  - (jj) *YLCA Training Programme*
20. **Meeting Schedule 2022/23** – to confirm the dates of meetings in 2022/23  
*(Copy of draft schedule attached)*
21. **Date of Next Meeting** – to confirm the date: 18 July 2022 at 7pm in the Village Hall

*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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