

CARLTON SCROOP AND NORMANTON ON CLIFFE PARISH COUNCIL

NOTICE OF MEETING OF CARLTON SCROOP & NORMANTON ON CLIFFE PARISH COUNCIL

Dear Councillor

I hereby give you notice that a **Meeting of Carlton Scroop & Normanton on Cliffe Parish Council** will be held at Carlton Scroop & Normanton on Cliffe Village Hall at **7.30 pm on Monday 22nd November 2021**. All members of the Parish Council are summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

PUBLIC FORUM – The Parish Council meeting will be preceded at 7.20 pm by a public forum at which members of the public may ask questions or make short statements to the Council. Members of the public are welcome to stay for the meeting but may not participate unless invited to do so by the Chairman.

THE AGENDA

1. **WELCOME REMARKS BY THE CHAIRMAN.**
2. To note any **APOLOGIES** given.
3. To consider any **DECLARATIONS OF PECUNIARY INTERESTS** in accordance with the requirements of the Localism Act 2011.
4. **RESOLUTION TO CO-OPT** Councillor(s) subsequent to consideration of their applications and a meeting with them. Declarations of Acceptance of office to be signed and completed DPI forms to be handed to Clerk.
5. **RESOLUTION TO APPOINT VICE CHAIR.**
6. **MINUTES OF THE LAST MEETING** -Resolution to approve Minutes of the Meeting held on 27th September 2021.
7. **CLERK'S REPORTS:**
 - [a] Update on speed limit reduction to 30 mph at Carlton Scroop.
 - [b] Update on location of speed warning sign.
 - [c] Update by Cllr Hankinson on residents' survey local mailshot and volunteer list progress.
 - [d] Update on traffic mirror near church at Normanton.
 - [e] Update by Cllr Calder on obtaining a copy of the Charity's Constitution.
8. To receive any **reports** from **COUNTY and DISTRICT COUNCILLORS.**
9. **PARISH PLAN** – First draft to be considered and a resolution made as to way forward. To update on progress on picnic tables, dog waste bin, additional defibrillator, wildflower planting and hedge trimming in recreation park and cemetery.
10. **FINANCE** – to review written financial report and:
 - [a] Resolution to sign bank reconciliations at 30.9.21 and 31.10.21 including ratifying Income/expenditure/budget report.
 - [b] Resolution as to precept amount for 2022-2023.
 - [c] Update on progress of Bank Mandate and Online Banking applications.
 - [d] Resolution to approve updated Asset Register.
 - [e] Resolution to approve system and procedures for payment of community cleaner.
 - [f] Resolution to agree £30 payment be made towards Clerk's FILCA training course.

11. **HIGHWAYS** – to review progress on Fix My Street reported matters.
12. **PLANNING MATTERS** –
 - S21/1719** – Single storey extensions at Heath Barns, Heath Lane, Carlton Scroop – approved.
 - S21/2202** – double storey extensions at Mistletoe Cottage, Main Street, Normanton – pending consideration.
13. **GENERAL DATA PROTECTION REGULATIONS – COMPLIANCE** regarding issues relating to generic email addresses.
14. **DATE OF NEXT MEETING** – 24th January 2022.
15. To resolve to **move into closed session** and exclude the public and press in accordance with the Public Bodies (Admissions to Meetings) Act 1960, due to the confidential nature of the business to be discussed.

L. Frances - Parish Clerk -
Tel: 07916 628673 / 01400 273742