

# CARLTON SCROOP AND NORMANTON ON CLIFFE PARISH COUNCIL

Dear Councillor,

I hereby give you notice that a meeting of Carlton Scroop and Normanton on Cliffe Parish Council will be held on Monday 28 March 2022 at 7.30pm at Carlton Scroop and Normanton on Cliffe Village Hall. All members of the Parish Council are summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Public Forum: The Parish Council meeting will be preceded at 7.20pm by a public forum for which Councillors are also asked to be present, 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 Chairman will invite members of the public to contribute to Item 4.**

J CALDER  
Councillor (acting Clerk).

Date: Monday 17 March 2022

	Item	Lead	Expected Time
1	<b>WELCOME REMARKS</b>	Chair	2 mins
2	<b>TO RECEIVE APOLOGIES FOR ABSENCE</b>	Chair	1 min
3	<b>TO RECEIVE DECLARATIONS OF PECUNIARY INTEREST IN RELATION TO AGENDA ITEMS AND TO CONSIDER REQUESTS FOR DISPENSATIONS IN ACCORDANCE WITH THE LOCALISM ACT 2011.</b>	All Council Members	2 mins
4	<b>UPDATE ON PLANNING APPLICATION S22/0091</b>	Chair	10 mins
5	<b>TO APPROVE THE DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD ON 21 FEBRUARY 2022.</b>	All Council Members	1 min
6	<b>MATTERS ARISING FROM THE LAST MEETING.</b>	-	
6.1	Update on Request to Reduce Carlton Scroop Speed Limit to 40 MPH.	Cllr Maughan	4 mins
6.2	Update on Mailshot Brochure to Residents.	Cllr Hankinson	2 mins
6.3	Update on Defibrillator Maintenance	Cllr Calder	2 mins
6.4	Update on Bus Shelter Location.	Cllr Maughan	3 mins
7	<b>TO RECEIVE ANY REPORTS FROM DISTRICT AND COUNTY COUNCILLORS</b>	District & County Cllrs	15 mins
8	<b>FINANCE</b>		
8.1	To note the Finance Report which includes all income and expenditure for February, bank reconciliation, performance against budget and details of expenditure made to date in March 2022.	All Council Members	5 mins
9	<b>PLANNING MATTERS</b>		
9.1	Review Planning Applications.	Chair	1 min

	<b>Item</b>	<b>Lead</b>	<b>Expected Time</b>
<b>10</b>	<b>PARISH PLAN</b>		
<b>10.1</b>	To consider and approve Parish Plan 2022 – 2027	<b>Chair All Council Members</b>	5 mins
<b>10.2</b>	To consider and approve an Action Plan format to consolidate and progress items requiring attention.	<b>Cllr Reed</b>	5 mins
<b>11</b>	<b>QUEEN PLATINUM JUBILEE</b>		
<b>11.1</b>	To consider how the Parish should celebrate or contribute to the Queen's Platinum Jubilee	<b>All Council Members</b>	5 mins
<b>12</b>	<b>RECREATION PARK</b>		
<b>12.1</b>	To consider a name for the area presently known as the Recreation Park	<b>Cllr Hankinson</b>	5 mins
<b>12.2</b>	To decide and finance the best method of maintenance, ie cutting or laying of the beech trees, in the Recreation Park /Cemetery boundary.	<b>All Council Members</b>	5 mins
<b>13</b>	<b>HIGHWAYS.</b>		
<b>13.1</b>	To review Fix my Street reported issues and report any other issues	<b>All Council Members</b>	5 mins
<b>14</b>	<b>RECRUITMENT OF NEW COUNCIL MEMBER</b>		
<b>14.1</b>	To consider an application for co-option onto Parish Council.	<b>All Council Members</b>	5 mins
<b>15</b>	<b>CLERK RECRUITMENT</b>		
<b>15.1</b>	To update on progress of recruitment for new clerk	<b>Chair</b>	5 mins
<b>16</b>	<b>CORRESPONDENCE.</b>		
<b>16.1</b>	To note and consider general correspondence circulated for information since the 21 <sup>st</sup> February meeting.	<b>Chair</b>	5 mins
<b>17</b>	<b>ANNUAL MEETING OF COUNCIL AND ANNUAL PARISH MEETING</b>		
<b>17.1</b>	To discuss requirements for forthcoming meetings	<b>Chair</b>	5 mins