

THORPE WILLOUGHBY PARISH COUNCIL

Clerk/RFO: Mr S M Peters
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Dear member of the public

You are invited to attend the Meeting of Thorpe Willoughby Parish Council, to be held on **Monday, 9 July 2018 at 7.00pm** in St Francis Church, Fox Lane, Thorpe Willoughby, Selby.

- **Please note: Press and public may not speak when the council is in session.**
- Any parishioner (listener) is entitled to attend this meeting and raise any concerns or questions they may have with the Parish Council.
- **These concerns or questions must be in writing, emailed or telephoned to the Clerk prior to the Meeting, otherwise only accepted at the Chairman's discretion.**
- Listeners' comments will be taken at agenda item "**Public Session**".
- Comments relating to matters on the agenda will be taken first and the time for this will be restricted.
- Listeners may also speak at the end of the meeting for information only.
- Decisions cannot be made at this meeting on items not on the agenda, except in exceptional circumstances and again at the Chairman's discretion.

(Approved at Min.29(b) of 18/06/12 Mtg.)

A G E N D A

PART I

- 18/32 To receive apologies for absence and any declarations of interest
- 18/33 Public Session
- 18/34 To confirm the minutes of the meeting held on 11 June 2018 as a true and correct record.
- 18/35 To receive items for discussion and decide further action where necessary:
- 35.1 To formally sign the Vice-Chairman's "Acceptance of Office of Vice-Chairman" declaration form, and decide any further action.
 - 35.2 To discuss and decide on the state of village footpaths and which are in need of repair (Deferred from 12 Mar 2018 Min 17/142.5 meeting), and decide any further action.
 - 35.3 To discuss the findings of the 'Monthly Review Group' meeting held on 5 July 2018, and information on the Monthly News/Website, and decide any further action.
 - 35.4 To discuss and decide where to place a double litter bin at the western end of Field Lane, and a 2nd double litter bin at Fox lane next to the bollard on the village green, and to discuss further outstanding NYCC highway matters, and decide any further action.
 - 35.5 To discuss and adopt a few amended existing Council Policy Documents, and to adopt a new one called: "Record Management Policy", and to have them signed as either Reviewed or new and signed by the Chairman/Clerk, and decide any further action.
 - 35.6 To discuss preparing for CCTV equipment at the eastern side of the village green and a separate meter supply, and decide any further action.
 - 35.7 To discuss the Annual O.S.R.G. August village tour, and Woodland Walk (north side) review with Marcus Taperell, and decide any further action.
- 18/36 To Receive Items for Information:
- 36.1 To receive update information from the Chairman on the POS consultation process, and from the Clerk on the Linden Way playground criteria and contractor consultation, and decide any further action.
 - 36.2 To receive update information on the village green playground inspections procedure requirements from Zurich Insurance (weekly inspections and unlocked gate), and decide any further action.
 - 36.3 To receive update information on enhancing the Xmas Illuminations for 2018, request for donations or sponsorship, and revised costings sheet if further lamps are requested, and decide any further action.

- 36.4 To receive update information on works for the “Community Garden” project, and to discuss the memorial stones, and decide any further action.
- 36.5 To receive update information on the First Aid/Defibrillator training event, and decide any further action.

18/37 Planning

- 37.1 To receive updates on any existing planning applications/information: NONE
- 37.2 To consider and decide if comments are required for the following new planning application(s) received and any that appear after the agenda is distributed:
 - 37.2.1 2018/0654/HPA Proposed single-storey side extension to 10 Fir Tree Lane, Thorpe Willoughby.
 - 37.2.2 2018/0602/HPA Proposed side & rear extensions at 6 Field Avenue, Thorpe Willoughby.

18/38 Financial Matters

- 38.1 To approve a list of payments made or to be made.
- 38.2 To receive an account status.

18/39 To consider the following new correspondence received since the last meeting, and decide action where necessary

18/40 To receive representative reports

18/41 To receive the Clerk’s report

18/42 To receive agenda items for next meeting

18/43 To receive any further comments from the public [*for information only; Clerk to note*]

18/44 To confirm the date of the next meeting as **MONDAY 10 SEPTEMBER 2018**

[PLEASE NOTE: THERE IS NO PARISH COUNCIL MEETING IN AUGUST]

18/45 Close of meeting

S M Peters (CLERK)

PART II – CONFIDENTIAL MEETING TO FOLLOW