

# ADDINGHAM PARISH COUNCIL

NOTICE IS HEREBY GIVEN that a Meeting of Addingham Parish Council will be held remotely via an online meeting platform on **Wednesday 2 December** at **7:00pm**, for the purpose of transacting the business set out on the Agenda below.

**Jane Markham MA, ACIS, PSLCC**  
**Clerk to Addingham Parish Council**  
**26 November 2020**

Access: Join the meeting using this link:

<https://zoom.us/j/96881676395?pwd=RmxlZDlnWlZ6MEIZZVBaL2RTZTNjUT09>

Members of the press and public wishing to speak at the public participation session are invited to email any queries and comment to the Clerk in advance of the meeting. [clerk@addingham-pc.gov.uk](mailto:clerk@addingham-pc.gov.uk).

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## AGENDA

### 1. Apologies for Absence

To receive apologies and approve reasons for absence as notified by Members.

### 2. Disclosures of Interest

To receive any declarations of interests (not already entered in the Members' Register of Interests), to record any disclosures of interests (previously registered or not), including the nature of any such interests, which may be relevant to matters to be considered at the meeting, and to consider any written requests for dispensation as appropriate.

*Note: A listing of members' interests relevant to the business of the meeting, if any, will be reported at the outset of the meeting and will be recorded in the Minutes. Members are asked to check the Code of Conduct (available on website) to confirm their responsibilities. Members with interests defined in Appendix A of the Code (financial interests) must withdraw from the meeting during discussion of the item(s) in which they have an interest, unless a dispensation has been granted. Forms to apply for a dispensation, if necessary, will be available from the Clerk. Members without a dispensation may only remain in the meeting and take part in the discussion (but not vote on the matter) where their interests are personal interests as defined in Appendix B of the Code.*

### 3. Public Consultation and Question Time, including Police Matters

- 1) To receive an update on police matters
- 2) To receive questions/comments from the public on:
  - any matter which is listed for discussion on the Agenda, and
  - any other matter of public interest which is within the responsibilities of the Parish Council, and
  - any suggestions of items for inclusion on the Agenda of the next Parish Council meeting

### 4. Minutes

**(Copy of draft minutes, together with the Clerk's report on any Matters Arising, circulated to Members and available on Council website)**

To confirm the Minutes of the Meeting held on 21 October 2020 as a true and correct record, and to receive, for information, the Clerk's report on any matters arising

### 5. Scheme of Delegation

**(Copy of Reports of Decisions circulated to Members and available on Council website)**

To ratify decisions taken from 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 18 March 2020.

### 6. Property & Maintenance

**(Maintenance schedule attached and available on Council website)**

To receive the Clerk's report on outstanding and ongoing maintenance issues, including reports on proposed tree planting (**copy of proposals attached**), requirements for tree works and any maintenance issues at the allotment sites (as deferred for discussion from the last meeting), together with any reports from the Lengthsman, if present, and decide any action as necessary

### 7. Capital Schemes

To receive an update on plans for capital works at the Memorial Park and to decide any action as necessary

### 8. Heritage Archive Project

To receive an update from the Clerk, together with recommendations from Cllr Naylor, and decide any action as necessary

**9. Draft Budget and Precept 2021/22**

***(Copy of draft Budget Statement attached and available on Council website)***

To consider the draft Budget Statement and Precept proposals for 2021/22, and decide any action as necessary

**10. Other Financial Matters**

**A. Expenditure Proposals**

To decide action as necessary on the following proposals for expenditure:

- Printing of Addingham Map
- Quotes for additional Christmas lights
- Footpath maintenance at The Garth

**B. Bank Reconciliation to 9 November 2020**

***(Copy of Bank Reconciliation attached for Members)***

To receive the Bank Reconciliation to 9 November 2020

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**11. Consultations, Correspondence and Discussion Forum**

*(Any correspondence received after publication of the agenda but at least 3 clear days before the meeting will be sent out to follow, and may be considered at the meeting)*

To note, for information, the report of the Chairman and Clerk on any matters for discussion, including any matters arising from correspondence received, to notify the Clerk of matters for inclusion on the agenda for the next meeting, and to decide any action as necessary on the following:

- Update on work of Covid Volunteer Support Group during lockdown to 2 December

*Note: If considered necessary, any items requiring an urgent decision that cannot wait for the next meeting of the Council may be considered at an extraordinary meeting to be convened for the purpose*

**12. Dates and venue/arrangements for next Ordinary Council Meeting**

To be confirmed, subject to Government and sector body guidance