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| Clerk: Gemma Smith  | 75, Chapel RoadPilleyBarnsleySouth YorkshireS75 3AR  |
| Email: clerk@tankersleypc.org | Tel: 07963042701  |

# To: The General Public,

**You are invited to the Ordinary Meeting of Tankersley Parish Council on Monday 18th December 2023 at 7.00 pm. This meeting will be held in the Tankersley Hub for the purpose of transacting the following business.**



**Gemma Smith**

**Parish Clerk and Responsible Finance Officer
13th December 2023**

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| Please do not attend if you have any recognised Covid-19 symptoms.The meeting may be filmed, photographed or audio recorded (recording). The recording will be paused or halted to take account of safeguarding requirements and the wishes of any members of the public who do not wish to be included in the recording, or if recording is at risk of disrupting the meeting. During the meeting and at the Chairman’s discretion, the meeting will be opened to enable questions or statements to be made by members of the public for a maximum time of 10 minutes. Members of the public are asked to restrict their comments and/or questions to three minutes. |
| **Agenda** |
| **CORE REQUIREMENTS*****Covering governance administration, finance and asset management*** |
| **114.** | **Apologies**  |
| **114.1** | To receive and accept apologies from Councillors. Local Govt Act 1972 s85 (1) |
| **114.2** | To consider authorising the non-attendance of Councillors from the meeting LGA 1972 s85 (1) |
| **115.****115.1** | **Minutes**To consider and resolve to approve as a true and correct record the Minutes of the Ordinary Parish Council Meeting held on Monday 20 November 2023. (LGA 1972 sch 12, para 41(1)  |
| **116.** | (Appendix A)**Declarations of Interest and Dispensation Requests** |
| **116.1** | To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers. (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations) |
| **116.2** | To consider any Dispensation Requests . Localism Act 2011 s33(b-e) |
| **117.** | **Public Question Time** |
|  | To receive questions and statements, either verbal or written, from members of the public. Public Bodies (admissions to meetings) Act 1960 s1 extended by the Local Gov Act 1972 s100 |
|  | **CORE REQUIREMENTS AND COUNCIL MEETING*****Covering governance administration*** |
|  | Please note: During the Council Meeting members of the public are not permitted to speak unless the Parish Council votes to permit a member of the public to speak during an agenda item |
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| **118.** | Business Raised During Public Question Time |
|  | To resolve to refer any business raised by the public in public discussion, and any other matters or items of information from Councillors to the appropriate working group or to resolve to agree on any other action. |
| **119.** | **Recruitment of new Clerk/RFO.** |
| **119.1** | To receive information from the staffing committee regarding the recruitment of a new Clerk/RFO.  |
| **119.2****119.3** | To consider the schedule for future Ordinary Meetings starting January 2024. To appoint a volunteer temporary RFO to cover any gaps in the role.  |
| **120.** | **Councilor Conduct and Official TPC response to allegations**  |
| **120.1** | To receive information following the Whole Council Training Session regarding remit of the Parish Council to carry out councilor investigations. |
| **121.** | **Financial Matters** |
|  | To note and where appropriate to authorise the expenditure that has occurred since the 21st September meeting and expenditure required through October and if appropriate to authorise the use of personal cards. |
| **121.1** | **Expenditure** |
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| HMRC - PAYE | 94.40 |
| G. Smith – Salary as Clerk/RFO  | 377.60 |
| G. Smith – Home Working Allowance | 24.00  |
| Reimburse Clerk for Rememberence Day Wreath | 45.00 |
| Reimburse Clerk for Zip Ties (Amazon) | 7.99 |
| Reimburse Clerk for Christmas Tree (Glebe Court) | 150.00 |
| Edge IT Systems Annual Fee | 285.60 |
| SOS Wholesale – Christmas Party Selection Boxes | 180.14 |
| Refund of Hanging Basket Payment – M Clarkson | 69.40 |
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| **TOTAL** | **£1234.13** |
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| **121.2** | **Expenditure to be Authorised** |
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| --- | --- |
| G. Smith – Salary as Clerk/RFO  | 377.60 |
| G. Smith – Home Working Allowance | 24.00 |
| HMRC - PAYE | 94.40 |
| Edge IT Systems Annual Fee | 285.60 |
| SOS Wholesale – Christmas Party Selection Boxes | 180.14 |
| Reimburse Cllr Greaves – Christmas Party Food (Tesco) | 137.48 |
| YLCA – Whole Council Training Session | 256.00 |
| Refund of Hanging Basket Payment – M Clarkson | 69.40 |
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| **TOTAL** | **£1424.62** |

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| **121.3** | **Income** |
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| Interest on Deposit account  | 15.08 |
| Refund for Safety Barriers (Bonfire Event) | 426.00 |
| Refund for Field Hire Bond (Bonfire Event) | 500.00 |
| Payment for Hanging Basket – M Clarkson | 69.40 |
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| **TOTAL** | **£1010.48** |

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| **121.3.1****121.4****121.4.1** | **Expected Income from refunds (cancelled Bonfire Event 2023)**

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| Bonfire – Hire of Field (Fee) | 90.00 |
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| **TOTAL** | **£90.00** |

**Current and Deposit Account Statements**4th November – 5th December 2023 (Appendix B) |
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| Current | £26,145.61 |
| Deposit | £12,666.96 |
| **Total** | **£38,812.57**  |

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| **121.5** | Bank Reconciliation Statements |
| **121.5.1****121.5.2** | To consider and authorise signing of the Current Account Bank Reconciliation Statement up to 1 November 2023 and to 30 November 2023. (Appendix C)To consider and authorise signing the Deposit Account Bank Reconciliation Statements to 1 November 2023 and to 30 November 2023.(Appendix D)  |
| **122.** | **Neighbourhood Plan** (The Neighbourhood Planning (General) Regulations 2012) |
| **122.1** | To consider any motions to allow the Chair/Vice Chair of the Neighbourhood Plan Working Group (Working Group) to speak during this item 83 of the agenda and for the Parish Council to vote on any such motion.  |
| **123.****123.1** | Training support for the new Parish Council & Clerk To consider the purchase of any literature to guide and support TPC business (Appendix E) |
|  | SOCIAL AND COMMUNITY INFRASTRUCTURE |
| **124.** | Children’s Christmas Party  |
| **124.1** | To receive feedback on the Children’s Christmas Party 2nd December 2023. |
| **125.** | D-Day Celebrations |
| **125.1** | To consider arrangements and approval to plan for the 2024 D-Day Celebrations. |
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| **126.** | Annual Bonfire Event |
| **126.1** | To discuss contingency plans for future Bonfire Events  |
| **127.** | Planning Applications |
| **127.1** | To consider comments for planning application 2023/1068 - Land adjacent 31 Green Lane (Appendix F) |
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| **128.** | Date of Future Meetings |
|  | To resolve to note the date of the next Ordinary Parish Council Meeting  |

***Councillors are asked to note that in the exercise of their functions, they must take note of the following: Equal Opportunities (race, gender, sexual orientation, marital status and any disability); Crime & Disorder, Health & Safety and Human Rights.***