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

# To: All Members of Tankersley Parish Council

**You are summoned to the Ordinary Meeting of Tankersley Parish Council on Monday 21st August 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
16th August 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*** |
| **46.** | **Apologies**  |
| **46.1** | To receive and accept apologies from Councillors. Local Govt Act 1972 s85 (1) |
| **46.2** | To consider authorising the non-attendance of Councillors from the meeting LGA 1972 s85 (1) |
| **47.****47.1** | **Minutes**To consider and resolve to approve as a true and correct record the Minutes of the Ordinary Parish Council Meeting held on Monday 17th July 2023. (LGA 1972 sch 12, para 41(1)  |
| **48.** | (Appendix A)**Declarations of Interest and Dispensation Requests** |
| **48.1** | 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) |
| **48.2** | To consider any Dispensation Requests . Localism Act 2011 s33(b-e) |
| **49.** | **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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| **50.** | 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. |
| **51.** | **Financial Matters** |
|  | To note and where appropriate to authorise the expenditure that has occurred since the 19th June meeting and expenditure required through August and if appropriate to authorise the use of personal cards. |
| **51.1** | **Expenditure** |
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| HMRC - PAYE | 6.80 |
| Refurb of Jubilee Bench | 700 |
| ICO Annual Subscription | 35 |
| G. Smith – Salary as Clerk/RFO  | 566.40 |
| G. Smith – Home Working Allowance | 36.00  |
| HMRC - PAYE | 141.60 |
| Parish Online | 105.60 |
| Laptop | 699 |
| YLCA – New Clerks Intro Course | 50 |
| **TOTAL** | **£2,340** |
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| **51.2.** | **Expenditure to be Authorised** |
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| First Impressions – TPC Hanging Basket | 70.80 |
| G. Smith – Salary as Clerk/RFO  | 377.60 |
| G. Smith – Home Working Allowance | 24 |
| HMRC - PAYE | 94.40 |
| **TOTAL** | **566.80** |

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| **51.3** | **Income** |
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| Interest on Deposit account  | 11.89 |
| HRMC VAT Return | 1259.23 |
| Interest on Deposit account  | 14.16 |
| **TOTAL** | **£1285.28** |

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| **51.4****51.4.1** | **Current and Deposit Account Statements**6th June – 5th July 2023 (Appendix B) |
| **51.4.2** |

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| Current | £31,073.59 |
| Deposit | £12,592.11 |
| **Total** | **£43,665.70**  |

6th July – 4th August 2023(Appendix C)

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| Current | £29,474.99 |
| Deposit | £12,606.27 |
| **Total** | **£43,665.70**  |

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| **51.5** | Bank Reconciliation Statements |
| **51.5.1****51.5.2****51.5.3****51.5.4** | To consider and authorise signing of the Current Account Bank Reconciliation Statement up to 1 June 2023 and to 30 June 2023. (Appendix D)To consider and authorise signing the Deposit Account Bank Reconciliation Statements to 1 June 2023 and to 30 June 2023(Appendix E)To consider and authorise signing of the Current Account Bank Reconciliation Statement up to 1 July 2023 and to 31 July 2023.(Appendix F)To consider and authorise signing the Deposit Account Bank Reconciliation Statements to 1 July 2023 and to 31 July 2023.(Appendix G)  |
| **51.6** | S.137 Expenditure During 2022 -23 |
| **51.6.1****51.6.2** | To note the information gathered relating to power granted by Local Government Act 1972 s.137(Appendix H)To note the Parish Council’s expenditure using the powers granted by Local Government Act 1972 s.137  |
| **51.7** | Balancing the 2023/24 Budget |
| **51.7.1** | To review Q1 2023/24 Budget Report |
|  | (Appendix I)  |
| **51.7.2** | To resolve to balance the 2023/24 budget.   |
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| **52.****52.1****52.2****52.3****52.4****52.5****52.6****52.7****52.8****52.9** | **To Consider and if Appropriate Adopt the Following Documents**Health and Safety Policy – Cllr Lodge(Appendix J)Documentation Retention and Disposal Policy – Cllr Clarney(Appendix K)Data Security Incident Policy – Cllr Garforth(Appendix L)General Privacy Statement – Cllr Greaves(Appendix M)Equality and Diversity Policy – Cllr Greaves(Appendix N)Policy on filming, photography, audio, recording & social media reporting of Parish Council Meetings – Cllr Greaves(Appendix O)General Data Protection Regulations Policy – Cllr Reckless(Appendix P)Disciplinary Policy and Procedure – Cllr Reckless(Appendix Q)Grievance Policy and Procedure – Cllr Simpkin(Appendix R) |
| **53.** | **Neighbourhood Plan** (The Neighbourhood Planning (General) Regulations 2012) |
| **53.1** | To consider any motions to allow the Chair/Vice Chair of the Neighbourhood Plan Working Group (Working Group) to speak during this item 35 of the agenda and for the Parish Council to vote on any such motion |
| **54.****54.1** | Training support for the new Parish Council & Clerk To consider approving a budget for Parish Council & Clerk Training requirements. |

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|  | SOCIAL AND COMMUNITY INFRASTRUCTURE |
| **55.** | KES Bench |
|  | To consider supporting the purchase and installation of a KES Bench. |
| **56.** | Children’s Christmas Party  |
|  | To consider arrangements and approval to plan for the 2023 Children’s Christmas Party. |
| **57.** | D-Day Celebrations |
|  | To consider arrangements and approval to plan for the 2023 D-Day Celebrations. |
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| **58.** | Annual Bonfire Event |
| **58.1** | To note quotation for Fireworks and consider approval for placing order.(Appendix S) |
| **59.** | Planning Applications |
| **59.1** | To consider comments for planning application 2023-0717 – 15 Chapel Road  |
|  | (Appendix T)  |
| **45.** | 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.***