

Bramham cum Oglethorpe Parish Council

Parish Council Meeting

You are hereby summoned to the Parish Council meeting to be held at 7.00pm on 14 February Wednesday 2024 at Bramham Parish Centre

Prior to the first item on the agenda there will be an opportunity for members of the public to address the meeting. The members will take these representations into account when agenda items are considered but are not required to make a response. The session will last for a maximum of 20 minutes and each member of the public will be entitled to speak for a maximum of 3 minutes after which members of the public will no longer be permitted to address the Parish Council unless specifically permitted.

1. To receive apologies and approve, where requested, reasons for absence **MC**
2. To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-18 of the Members Code of Conduct. Also to declare any other significant interests which the Member wishes to declare in the public interest in accordance with paragraphs 19-20 of the Members Code of Conduct.
3. To accept the minutes of the Parish Council on 10 January 2024 as a true record **MC**
4. Crime Report **LR**
5. To appoint a Vice Chair of the Council **MC**
6. To appoint a Webmaster **MC**
7. To agree a timetable for advertising the vacancy on the council **MC**
8. Finance Working Group **MC**
 1. To receive the notes of the FWG meeting on 1 February 2024
 2. To receive the Q3 Internal Controls Checklist and note any action required
 3. To approve the Risk Register
 4. To review the Assets Register
 5. To consider whether to accept donations from Parish Centre users
 6. To approve increased Councillor access to Scribe
9. Football Pitch Management Working Group **MT**
 1. To receive the notes of the FPMWG meeting on 27th January 2024
 2. To note the resignation of Cllr M Corrigan from the Working Group
 3. To approve the appointment of Cllr K Huggins to the Working Group
10. Tenter Hill Allotments **HB**
 1. To receive an update re on fire safety compliance and rubbish removal at the site
 2. To receive an updated in relation to clearance of the quarry
11. To receive the Fire Risk Assessments for the Pavilion, Parish Centre & Marquee **LR**
12. To approve the following: **MC**
 1. Biodiversity Policy
 2. Business Continuity Policy
13. To approve the purchase of a defibrillator for the Parish Centre **MC**
14. To approve the cost of two commemorative plaques for the Parish Centre **MC**
15. To receive the data from the Static SID for January 2024 **MC**
16. To approve the purchase of additional furniture for the Parish Centre **PC**
17. **Financial Matters RFO**
 1. To note the receipts for January 2024
 2. To approve the following payments :

		Payee	Amount (net)	VAT	Total	Sec 137
1	BACS	Salaries Incl HMRC			tbc	
2	BACS	Team Clean Cleaning	225.00		225.00	
3	BACS	London Hearts (Defibrillator)	750.00		750.00	

4	DD	Pavilion Water Rates (21 10 2023 – 20 01 2024	0.92		0.92	
5	BACS	Leeds City Council (grass cutting)	1310.07	262.01	1572.08	
6	DD	SSE (Pavilion gas (01 10 2023 – 16 12 2023)	466.55	23.33	489.88	
7	DD	ID Mobile	4.17	.83	5.00	
8	DD	BT (Parish Centre Broad band)	32.95	6.59	39.54	

3. To receive the bank reconciliations as at 31 January 2024

4. To note the bank balances as at 31 January 2024

18. Planning Matters LR

a) Decisions received

23/07167/FU Part retrospective application for new enclosed storage area including canopy linking post office to enclosed year to rear at Bramham Post Office, Front Street, Bramham. Approved.

23/07499/FU Two storey extension to the side, including car port and dormer windows to front and rear at Farfield Court, Wetherby Road, Bramham. Refused

b) Applications received

c) Update regarding ongoing planning matters

19. Clerk's Report Clerk

20. To note correspondence received since the last meeting **MC**

21. Minor Items **MC**

22. To note the date of the next meeting as 13 March 2024. Any agenda items or reports to be sent to the Clerk by 5 pm on the Tuesday prior to the meeting

N R Fairbairn

Clerk to Bramham cum Oglethorpe Parish Council

8 February 2024