

**Meeting of Ulley Parish Council to be held**

**in the Village Hall, Main Street, Ulley**

**Wednesday 27 September 2023 at 7.00 pm.**

20th September 2023

Dear Councillor,

You are hereby summoned to attend the Parish Council meeting of Ulley Parish Council. The agenda is below and supporting papers are attached.

S Whitaker

Parish Clerk and Responsible Financial Officer

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**Formal Meeting of the Council**

In accordance with Openness of Local Government Bodies Regulations 2014, audio/visual recording and photography at Council meetings is permitted in accordance with the Council’s protocol “Filming of Public Meetings”.

**Public Session**

A public session of about 15 minutes will commence prior to the formal Council meeting in accordance with Section 3 of the Council’s Standing Orders.

**AGENDA ENCLOSURE:**

1. To receive and note apologies for absence
2. To note any declarations of interest on items to be discussed at this meeting
3. To consider any matters which should be dealt with in confidential session (items for which the Press and Public may be excluded further to the Public Bodies (Admission to Meeting) Act 1960).
4. To approve and sign the minutes of the Council meeting on 26th July 2023. **(A)**
5. To receive written applications and to co-opt candidates to fill the 2 existing vacancies for Parish Councillor
6. To receive a report from the Millennium Trust
   1. Update on the brewery repair of the wall
   2. Update on Village Hall Re-pointing
   3. Update on Kitchen Door
7. To consider any issues arising from the management of the Play Area, including:
   1. RMBC Monthly Inspection Report & PC Weekly Inspection Report – Note the outcome of the loose roundabout **(B)**
   2. To note the resolution of snagging issues with Hags and confirm payments
   3. Tree Maintenance – to receive an update of trimming of 5 sycamore trees & removal of dead willow tree
   4. Ground Maintenance – to receive an update on request for support from RMBC and consider external contractor

1. To discuss PC action points in the Parish Plan **(C)**
2. To clarify the situation with the wall on Main Street
3. To update on RMBC site agreement of the new shed for storage of equipment
4. To discuss progress on advice regarding the ride on mower
5. To review quotations for Memorial Bench & consider application to the Halifax Fund **SH**

1. To receive an update on speeding and highway matters **(D)**
   1. Tube Survey
2. To receive an update on Footpaths and Rights of Way
3. To receive an update on liaison with RMBC regarding Greenspaces/Wilding Developments and identify areas being considered. **SH**

1. To note any Planning Applications received since the last meeting:
   1. RB2023/0906 - The Poplars Green Lane – Erection of Detached Garage – Refused
   2. RB2023/1233 - Application to undertake works to a tree(s) within Ulley Conservation Area - Fleur De Lys, Turnshaw Road, Ulley
2. To receive a Financial Update including;
   1. To receive a report to 31st August 2023, including Bank Reconciliation, Payments for Authorisation including Budget vs Actuals **(E)**
   2. Sign Letter of Engagement for Internal Audit  **(F)**
   3. Update regarding changes to the bank mandate
   4. Approve reimbursement of Annual Microsoft 365 subscription fee to clerk

1. To consider a review of policies, including:
   1. Risk Assessments

* Generic Equipment **(G)**
* Hedge Trimmer **(H)**
* Lawn Mower **(I)**
* Strimmer & Brush Cutter **(J)**
* Ride on Mower **(K)**
* Leaf Blower **(L)**
* Weed Burner **(M)**
  1. Equal Opportunity Policy **(N)**

1. To consider any general correspondence received, including:
   1. White Rose Update
   2. Request to add a poster to the Noticeboard
   3. CAP Meeting **CM**
   4. Update on website editor training

1. To consider any agenda items and arrangements for the next Meeting of the parish council on 29th November 2023. .

**PARISHIONERS ARE ENCOURAGED TO ATTEND MEETINGS OF THE PARISH COUNCIL AND ARE PERMITTED PARTICIPATION IN THE PUBLIC PARTICIPATION SECTION, BUT NOT IN THE DECISIONS ON OTHER AGENDA ITEMS, SPEAKING ONLY WHEN SPECIFICALLY INVITED TO DO SO BY THE CHAIRPERSON**