# Pannal and Burn Bridge Parish Council

**Meeting to be held in the Function Room of Pannal Village Hall**
**Start time 7.00pm on Thursday 7th November 2024**
All meetings of the Parish Council are open to the Press and Public

# Agenda

**1/11.24 To receive apologies for absence – to consider for approval reasons for absence submitted by councillors**

**2/11.24 To receive declarations of interest in the matters to be transacted at the meeting**

**3/11.24 To consider any applications by councillors for dispensation**

**4/11.24 Opportunity for public comment for items not on the agenda** – *Members of the public are invited to address the council on any matter over which it has power, for a maximum of three minutes. Those wishing to speak on an item which is on the agenda may be invited to speak at the beginning of that item.*

**5/11.24 To consider for approval the Minutes of meetings held 29th August and 3rd October 2024**

**6/11.24 Attendance by member/s of the public regarding a proposal for off road path linking Pannal to Weetons / the football club** (follow-up to attendance at June meeting)

**7/11.24 Way forward regarding website update**

**8/11.24 Village matters:**

a) **Crimple Meadows** i) confirmation of installation re Safety Notice for adult gym equipment, ii) update regarding additional drainage in the location of Allen Wood, iii) awaiting response regarding a meeting with NYC's Tree and Woodlands Manager regarding possible placement of additional trees
b) **Christmas lights: provision by Lumalite** – i) outcome from Pannal Green meeting between Lumalite and Cllr Andrew Farrar Wednesday, 23rd October ii) formal acceptance of quotation costs with any additional expenditure
c) **Consideration of Locality Budget offer**
d) **8th May 2025 80th Anniversary V E Day / 8th June Family Fun Day**
e) **Current parking arrangements in the vicinity of PVH**

**9/11.24 Law and Governance:**

a) **Noting of minutes from Complaints Committee meeting held 3rd October 2024**
b) **Consider for approval i) Records Management and Documents Retention Policy and ii) Disposal of Parish Council Documents and Equipment Policy**
c) **Staffing Committee –** i) agree schedule of meeting dates and with consideration of documents ii) consider for approval NJC agreement with clerk's backpay from 1 April 2024
d) **Request made to LPA Snr Planner for meeting re PBR applications**
e) **Planning Committee matters**
f) **Commuted Sums documents**
g) **CIL contribution –** confirmation
h) **Consideration of Precept for 2025-2026**

**10/11.24 Neighbourhood Plan –** request made for specific training through Directions Planning

**11/11.24 Meeting updates –** i) Cllr El Sharkey attendance (with the clerk) at the YLCA Branch meeting Monday 14th October and ii) Cllr Cathy Burrell and the clerk's attendance at the Parish Liaison Meeting

Wednesday 23rd October

**12/11.24 Finance:**

i) The current account and bank statement at 7th November were approved by email and signed off by Cllrs Burrell, Permain and Farrar

ii) Councillors – with approval of Cllr Andrew Farrar – to agree that he will take over the Bank authorisation of monthly payments

iii) The payment of invoices and expense claims received at 7th November were approved by email and signed off by Cllrs Burrell, Permain and Farrar and which included clerk's November salary £1114.80 / reimburse clerk expenses for a) toner cartridges £67.80 / Woodland Trust Membership £48.00 / Yorkshire Wildlife Trust membership £69.99 / Mileage £28.80 and b) Dropbox £9.99 and Zoom £15.59 / YLCA Procurement Training £35 / final NP invoice Directions Planning £1,256.26 gross / Aletho Prop.Services installation of Safety Notice £105

iv) Above invoices to be signed off by councillors

v) Consideration regarding any need for additional clerk's hours

**13/11.24 Date and time of the next Council Meeting** - Thursday 12th December 2024 at 7.00 pm

Jane Marlow
Signed by the Parish Clerk . . . . . .
(can be contacted via email parishclerk@pannalandburnbridge-pc.gov.uk)

1st November 2024