

**NOTE: filming, photographing or audio recording of proceedings is allowed – council asks that, as a matter of politeness, people tell the Clerk of their intention to record. In the interests of encouraging public participation, it is requested that anyone filming does not include members of the public “in shot”.**

### **Reighton & Speeton Parish Council**

Clerk Helen Carter 20 West Garth Gardens, Cayton, Scarborough, YO11 3SF  
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21<sup>st</sup> March 2023

Dear Councillor

You are summoned to attend an Ordinary meeting of Reighton & Speeton Parish Council in the Village Hall, St Helen's Lane, Reighton on Monday 27<sup>th</sup> March 2023 at 7pm.

Members of the public are welcome to attend the meeting and may address the council during the Public Participation period. *Helen Carter* Clerk

#### **Agenda**

- 1. Notice of meeting – to confirm that public notice of the meeting has been given in accordance with Schedule 12, para (10)2(b) of the Local Government Act 1972.**
- 2. Apologies received** – to receive apologies for absence given in advance of the meeting & to consider the approval of reasons given for absence.
- 3. Declarations of Interests** – To receive declarations of interests by Parish Councillors and to consider any written applications for dispensations.
- 4. Vacancy** – to hear from the clerk.
- 5. Police matters** - to discuss with any representative from the police the crime report for & any matters of relevance to the police.
- 6. Public Participation Session** - To receive & hear any person who wishes to address the council. The chairman will select the order of the matters to be heard. Each speaker will be limited to a period of three minutes (to a maximum of 15 minutes total public participation at the chairman's discretion.)
- 7. To receive the County and Ward Councillors reports** with questions from councillors & or public to follow.
- 8. Minutes** to approve and sign the minutes of the Ordinary meeting held on 27<sup>th</sup> February 2023.
- 9. Planning – to discuss & decide on the following applications:**
  - **21/02667/OL** -Outline planning permission with all matters reserved for the erection of 4 dwellings. Honey Pot Inn Flamborough Road Speeton. **Application withdrawn.**
  - **22/02354/FL** - Change of use from Public House and managers accommodation (sui generis) to single dwellinghouse (C3) | The Dotterel Reighton. **Application outstanding.**
  - **22/02488/HS** - Single storey extension to the rear, dormer windows to front & rear & conversion of garage. West Nab St Helens Lane Reighton. **Application outstanding.**
  - **22/802474/HS** -Erection of a one and a half storey side extension, with dormer and balcony, raising of roof with front and rear dormers, single storey rear extension and detached garage | Littlecroft St Helens Lane Reighton. **Application outstanding.**
  - **Any other application received prior to the meeting.**
- Material Considerations** – to receive copy of slides from YLCA presentation.

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- 10. Risk assessments** – to hear from the chairman & the clerk & to discuss & decide on the appropriate action.
- 11. Village issues to discuss & decide on the appropriate action to be taken relating to the following matters:**
  - a) Finger Post** to receive an update from the clerk.
  - b) Village Maintenance** – to discuss any further issue raised.
- 12. Finance** members to receive a report relating to the following matters & to discuss & decide on the appropriate action: -
  - a) Bank reconciliations for period ended 1<sup>st</sup> March 2023-** to receive the information & to approve the figures & for the chairman to review & sign.
  - b) Asset Register 31/3/2023** - to receive the register, to review & for the council to approve.
  - c) Internal Control Procedures** to receive & review our Internal Control procedure document for 2022/2023.
  - d) Risk register** - to receive the register, to review & for the council to approve.
  - e) Virgin Money Transfer** – to hear from the clerk.
  - f) Schedule of payments** – to approve the schedule of payments for March 2023.
- 13. Reports from the chairman/councillor/clerk** - to receive brief reports from councillors or clerk who attended a meeting of relevance/interest to the Parish Council.
- 14. Next meeting** – to confirm the time & date of the next meeting as Monday 24<sup>th</sup> April 2023 at 7pm.

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