

**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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18<sup>th</sup> April 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 24<sup>th</sup> April 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** - to receive & note apologies and to consider reasons given for non-attendance.
- 3. Declarations of Interests** – To receive declarations of interests by Parish Councillors and to consider any written applications for dispensations.
- 4. Councillor Vacancy** – to receive a report from the clerk.
- 5. Police matters** - to discuss with any representative from the police the crime report for April & 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 North Yorkshire Council Councillors report** 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> March 2023.
- 9. Planning** - to discuss & decide on the following applications:
  - **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.**
  - **23/00504/FL** – **Reighton Sands Holiday Village – construction of fenced storage compound with access. New application.**
  - **23/00301/CLE** – Jasmine Lodge – application for certificate of lawfulness for use as a dwellinghouse. **New application.**
  - **Any other application received prior to the meeting.**

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**10. Village issues to discuss & decide on the appropriate action to be taken relating to the following matters:**

- **Finger Post** – to receive an update from the clerk.
- **PROW issues** – to hear from the clerk.
- **Village Maintenance** – to discuss any further issue raised.

**11. Finance** members to receive a report relating to the following matters & to discuss & decide on the appropriate action: -

- a) **Bank reconciliation for year ended 31<sup>st</sup> March 2023** - to receive the information & to approve the figures & for the chairman to review & sign.
- b) **Reserves & earmarked funds as at 31<sup>st</sup> March 2023** – to receive the year end statement & to discuss & decide on the level of earmarked funding & reserves to be held.
- c) **Budget monitoring** - to receive & approve the receipts & payments figures to year ended 31<sup>st</sup> March 2022/23
- d) **Internal audit** - members to receive & to discuss the report & agree action as appropriate.
- e) **Effectiveness of Internal control** members to review the effectiveness of our system of internal control.
- f) **Annual Governance & Accountability Return (AGAR) 2022/2023 members: -**
  - To certify R&S Parish Council as exempt from external audit for fiscal year 2022/23.
  - To note the Annual Internal Audit Report for 2022/23 included at page 4 of AGAR 2022/23
  - To approve Section 1 - Annual Governance Statement 2022/23 for R&S Parish Council on page 5 of the AGAR 2022/23
  - To approve Section 2 – Accounting Statements 2022/23 for R&S Parish Council on page 6 of the AGAR 2022/23
  - To approve the publication of documents required by the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 & the Transparency Code for Smaller Authorities
- g) **Schedule of payments** – to approve the schedule of payments for April 2023.

**12. 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.

**13. Next meeting** – to confirm the date of the next meeting as 22<sup>nd</sup> May 2023. The meeting will be preceded by the Annual Parish meeting which will commence at 6.45pm.

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