

## **Agenda for the Meeting of Ampleforth Parish Council to be held in the Village Hall on Thursday 6<sup>th</sup> February 2014 at 7.30pm**

### **1. Apologies**

To receive apologies, and approve the reasons, for absence.

### **2. Code of Conduct and the Ethical Framework**

To receive any declarations under the code of conduct.

### **3. Minutes**

To agree and sign the minutes of the Meeting held on the 16<sup>th</sup> January 2013.

### **4. Public Participation**

To allow members of the public to make representations, answer questions and give evidence in respect of any item of business on the agenda.

### **5. Exchange of information and items for next agenda. To include Chairman & Clerk's Report Documents Circulated**

- i. More Leader Funding, and consultation event at Hovingham
- ii. Letter from RDC to the YLCA re the Parish Grant 2014-2015.
- iii. Ryedale Plan: Sustainability Appraisal Methodology Update - January 2014.
- iv. Agenda - Western Area Parish Forum Meeting at the National Park Office, Helmsley, Weds 19 Feb at 7.15pm.

#### **Other information**

- v. Public Right of Way - Mill Farm to West End. NYCC with help of NYCC Countryside Volunteers will install steps and handrail- ground is too wet for vehicular access at the moment.
- vi. Report of Ryedale Branch of the YLCA Meeting 4<sup>th</sup> February 2014.

**Outstanding matters - see endnote<sup>1</sup>**

### **6. Planning**

#### **a) To consider the following application:**

**Application No.** NYM/2014/0013/FL **Applicant** Mr and Mrs Thompson

**Proposals** Variation of condition 3 of planning approval NYM/2013/0404/FL to allow part use of building for housing of livestock. **Location** Glebe Farm, West End, Ampleforth, York YO62 4EA

#### **b) To receive the following result:**

**Application No.** 13/01259/House. **Applicant** Mr G Gill. **Decision: Approval**

**Proposal** Erection of single-storey extension to rear to replace existing rear entrance porch.

**Location** Victoria House, East End, Ampleforth, York YO62 4DA

### **7. Playing Field**

- a) To note the clerk has asked the YLCA and the council's insurers for advice.
- b) To discuss the various ways in which the parish council can assist. (note circulated)
- c) To consider quotations for an annual inspection of the playing field.
- d) To consider a quotation for a weekly inspection and litter pick.

### **8. Finance and Governance**

- a) **Grants:** To consider a request from Ampleforth Remembers/Village Hall Committee.
- b) **Grants:** To consider requests from Ampleforth Playing Field Committee.
- c) To consider if the council's Audit Plan is adequate for its needs.
- d) Councillors Audit (Internal Controls): to review the terms of reference and scope of Councillors' Audit.
- e) Councillors Audit (Internal Controls): to review the work and effectiveness of Councillors' Audit.
- f) To consider if the council receives adequate and regular financial information from the Responsible Financial Officer to keep it sufficiently updated, and if said information includes regular monitoring of payments and receipts against the budget.
- g) To consider the Terms of Reference of the Internal Auditor.
- h) To consider if the council has acted on the recommendations and comments of the Internal Auditor.
- i) To review the effectiveness of internal audit.

- j) To note that the clerk has asked both the YLCA and the SLCC for the latest Financial Regulation templates with a view to reviewing/updating them but has been advised that they will be published after another change in legislation affecting parish councils which is expected within the next few months.
- k) To note the Asset Register has been amended as the shredder is irreparable.
- l) To receive the running budget to the 31<sup>st</sup> January 2014.
- m) To receive the bank reconciliation to the 31<sup>st</sup> January 2014. (at meeting)
- n) To receive a copy of the agreed budget – detailed and summary (copy circulated to each councillor).
- o) To agree payments and to sign cheques.

## 9. Common Shares

**The council needs to decide whether to treat part of this item as exempt and, therefore, exclude the public for that part under The Public Bodies (Admissions to Meetings) Act 1960 s1.**

- a) To receive the report from Lupton Fawcett Denison Till.
- b) To authorise the clerk and the chairman to sign a statement to the effect that the parish council has owned the common shares as per the list and the cemetery for at least 12 years.
- c) To consider acquiring an estimate for the procedures suggested in the solicitor's report.
- d) To consider authorising the clerk to instruct Lupton Fawcett Denison Till if the estimate is below an agreed sum.

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- i. Community Governance Review Petition delivered to RDC Nov 2013. Expected to take up to a year. *Local Government and Public Involvement in Health Act 2007*, s93 'The principal council must conclude the review within the period of 12 months starting with the day on which the council begins the review.' Update requested 28 Jan 2014 by the clerk.
  - ii. APC work – litter sign locations, cemetery/churchyard inspection, printer/copier – research started
  - iii. Signs for cemetery, Millennium Green and adjacent to churchyard to be ordered.
  - iv. One-way signs on Old Station Road - lights out, electricity board fault, NYCC don't know when they can be fixed.