



Tockwith with Wilstrop Parish Council

North Yorkshire

www.tockwith.gov.uk

Clerk email: parish.clerk@tockwith.gov.uk

Notice is hereby given that the Annual Meeting of Tockwith with Wilstrop Parish Council will be held at 7pm on Monday 22nd May 2023 at Tockwith Village Hall, Marston Road, Tockwith, York YO26 7PR

Members of the public and press are welcome to attend. The Council's protocol on public open forum can be found on the [policies and procedures page](#) at tockwith.gov.uk.

Recording is allowed at Parish Council meetings, please give due regard to the Council's protocol on audio/visual recording and photography at public meetings, which can also be found on the [policies and procedures page](#) at tockwith.gov.uk.

AGENDA

1.	<u>To elect a Chairman and Vice Chairman</u>
i)	To elect the Chairman of TWWPC for next Municipal Year
ii)	Chairman to sign declaration of Acceptance of Office
iii)	To elect the Vice Chairman of TWWPC for next Municipal Year
2.	<u>Apologies:</u>
i)	To note any apologies received
ii)	To approve any reasons for absence submitted for consideration
3.	<u>To Note any Declarations of Interest:</u>
i)	To note declarations of interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests (DPI) in the business to be transacted at this meeting
ii)	To approve any dispensation requests received
4.	<u>Public Open Forum:</u>
5.	<u>County Councillor Reports:</u>
i)	To receive reports from North Yorkshire County Councillors Warneken and Paraskos.
6.	<u>Minutes:</u>
i)	To approve the minutes of the Ordinary Parish Council Meeting held 24th April 2023 as a true and accurate record of that meeting.

7.	<u>Finance:</u>		
i)	To approve a bank reconciliation to 30/04/2023 (as evidenced by bank statement and ledger/cashbook.		
ii)	To note receipts and payments against 2023-24 budget.		
8.	<u>To approve payment of invoices as listed below:</u>		
	Payee:	Description of goods/services:	Total Value:
	Clerk/RFO	Salary & Expenses	£
	Village Hall	Room Hire	£41.50
	Andrew Bosmans	Internal Audit Fee	£250.00
	Paul Barker	Allotments Clearance	£240.00
	Yorkshire Green Team	Marston Road Playground Grass Cutting	£300.00
	Vision ICT	Annual email hosting	£237.60
	Receipts		
	NYCC	H1 Precept	£22,385.00
	HMRC	2022-23 VAT Refund	£3,918.93
	Various	Allotment Rents	£171.00
9.	<u>Tockwith Parish Council Administration and Governance:</u>		
i)	To consider the Internal Auditor's report to the Parish Council		
ii)	To confirm the period of the Exercise of Public Rights to inspect the unaudited accounts for year ended 31 March 2023		
iii)	To approve Section 1 - Annual Governance Statement 2022/23 on page 4 of the Annual Governance and Accountability Return		
iv)	To approve Section 2 - Accounting Statements 2022/23 on page 5 of the Annual Governance and Accountability Return		
v)	To consider any requests for Parish Councillor training		
10.	<u>Planning:</u>		
i)	To consider planning applications received		
ii)	To note all planning decisions received		
	23/01005/FUL	Manor Farm Oak Road Cowthorpe	Garage and carport and refurbishment of outbuilding to annex
	DECISION : GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS.		
	23/01016/FUL	Goosemoor Cottages War Field Lane	Replacement Single storey front and rear extensions
	DECISION : GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS		
	23/01250/FUL	The Willows, 79 Marston Road	Replacement single storey side extension (revised scheme)
	DECISION : GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS		

iii)	To consider any planning enforcement related matters		
	23/00046/BRPC15	Scrubland And Disused Runway At 446456 451983 South Field Lane	Potential non-compliance with approved plans. Issue with floor levels.
iv)	To consider any other planning matters		
11.	<u>To elect Councillors to represent the Parish Council at the following Working Groups and outside organisations</u>		
i)	Village Hall Management Committee		
ii)	Sportsfield Trust		
iii)	Future Footprints		
iv)	Community Planning Group		
v)	Tockwith Residents Association		
vi)	YLCA Meetings		
12.	<u>To elect Councillors to the following Parish Council Committees</u>		
i)	Finance Committee		
ii)	POS, Allotments & Playgrounds Committee		
iii)	HR Committee		
13.	<u>To elect Councillors to the following responsibilities</u>		
i)	Noticeboards		
ii)	Planning – Tockwith (2), Cowthorpe (1) & Wilstrop (1)		
iii)	Playground inspections (2)		
iv)	Defibrillator		
v)	Fixed Assets		
vi)	Highways Matters		
vii)	Communications & Social Media		
viii)	Payments/Banking Approvals		
ix)	Payroll		
14.	<u>To review the Statutory Documents, Policies, Procedures and Practices</u>		
i)	Standing Orders		
ii)	Financial Regulations		
iii)	Risk Assessments		
iv)	Complaints Procedure		
v)	2023-24 Asset register		
vi)	Insurance		

15.	<u>Community Plan Working Group (CPWG)</u>
i)	To receive an update from the CPWG
16.	<u>Tockwith Sportsfield Trust:</u>
i)	To receive a report from TWWPC representative on Tockwith Sportsfield Trust
17.	<u>Tockwith Village Hall:</u>
i)	To receive a report from TWWPC representative on the Village Hall Management Committee
18.	<u>Highways and Transport Matters:</u>
19.	<u>Public Open Spaces</u>
i)	To receive an update on allotments
20.	<u>Future Footprints</u>
i)	To receive a report from delegated Councillors Warneken, Marsh and Clark on the activities of the Climate Emergency Working Group (Future Footprints)
21.	<u>Parish Councillor Surgeries:</u>
i)	To agree Councillor attendance at the next surgery on Saturday 3rd June
22.	<u>Correspondence</u>
i)	To note list of correspondence received and circulated
23.	<u>Media/Press releases:</u>
i)	To consider any matters for press release or community news.
24.	<u>Next Meeting</u>
i)	To receive any items for consideration at the next meeting
ii)	To confirm the date for the next Parish Council meeting