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# Tockwith with Wilstrop Parish Council

## North Yorkshire

[www.tockwith.gov.uk](http://www.tockwith.gov.uk)

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**Notice is hereby given that the Annual Meeting of Tockwith with Wilstrop Parish Council will be held at 7pm on Tuesday 27 May 2025, 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](http://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](http://tockwith.gov.uk).

21/05/2025

### AGENDA

**1. To elect a Chairman**

- i) To elect a Chairman
- ii) Chairman to sign Declaration of Acceptance of Office
- iii) To elect a Vice Chairman

**2. Apologies**

- i) To note any apologies received
- ii) To approve any reasons for absence submitted for consideration

**3. To Note any Declarations of Interest**

- 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. County Councillor Reports**

- i) To receive reports from North Yorkshire County Councillors Warneken and Paraskos

**5. Minutes**

- i) To approve the minutes of the Ordinary Parish Council Meeting held 28 April 2025

## **6. Finance**

- i) To approve payment of invoices
- ii) To approve a bank reconciliation to 30/04/2025 (as evidenced by bank statement and ledger/cashbook)
- iii) To note receipts and payments against 2025-26 budget
- iv) To note the Internal Auditor's report for the accounts year ending 31/03/2025 and to approve any action required
- v) To consider and approve the Annual Governance Statement for the annual return 2024/2025
- vi) To consider the Accounting Statements for the annual return 2024/2025
- vii) To approve Accounting Statements for the annual return 2024/2025
- viii) The Chairman to sign and date the Annual Governance Statements and Accounting Statements for the annual return 2024/2025
- ix) To approve dates for the Exercise of Public Rights 2025
- x) To consider parish grant applications

## **7. Planning**

- i) To consider planning applications received
- ii) To note all planning decisions received
- iii) To consider any planning enforcement related matters
- iv) To consider any other planning related matters
- v) To note an update on the proposed Neighbourhood Development Plan

## **8. To elect Councillors to represent the Parish Council at the following Working Groups and outside organisations**

- i) Village Hall Management Committee
- ii) Sportsfield Trust
- iii) Future Footprints
- iv) Tockwith Together
- v) YLCA Branch Meetings

## **9. To elect Councillors to the following Parish Council Committees**

- i) Finance Committee
- ii) Public Open Spaces, Allotments and Playground Committee
- iii) Staffing Committee

**10. To elect Councillors to the following responsibilities**

- i) Planning – Tockwith (2), Cowthorpe (1) & Wilstrop (1)
- ii) Playground inspections (2)
- iii) Defibrillators
- iv) Fixed Assets
- v) Highways Matters
- vi) Communications & Social Media
- vii) Payroll
- viii) Neighbourhood Plan

**11. To review the Statutory Documents, Policies, Procedures and Practices**

- i) Standing Orders
- ii) Financial Regulations
- iii) Risk Assessments
- iv) Complaints Procedure
- v) 2024-25 Asset register
- vi) Insurance

**12. Tockwith Together**

- i) To receive an update from Tockwith Together

**13. Tockwith Sportsfield Trust**

- i) To receive a report from the TWWPC representative on the Sportsfield Trust

**14. Tockwith Village Hall**

- i) To receive a report from the TWWPC representative on the Village Hall Management Committee
- ii) To consider a new method of door entry for the hall
- iii) To consider a quote for new heating system for extension

**15. Highways and Transport Matters**

- i) To receive an update on the village gateways

**16. Public Open Forum**

**17. Public Open Spaces**

- i) To receive reports on play and gym equipment inspections and consider any issues
- ii) To receive an update on the Marston Road play area refurbishment
- iii) To consider the grass cutting contract at Westfield Green

**18. Allotments**

- i) To consider any findings from the April allotment inspections (Cllrs Algar & Wright)
- ii) To consider the request for new sheds at Church Lane allotments

**19. Future Footprints**

- i) To receive a report from delegated Councillors Warneken, Marsh and Algar on the activities of the Climate Emergency Working Group (Future Footprints)
- ii) To receive an update on the Community Green Energy Project (Cllr Algar)
- iii) To receive an update on the EV Chargers (Cllr Marsh)
- iv) To receive an update on the proposed community garden and to consider legal costs

**20. Media/Press releases**

- i) To consider any matters for press release or community news.

**21. Correspondence**

- i) To note list of correspondence received and circulated

**22. Next Meeting**

- i) To confirm the date for the next Parish Council meeting