

**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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17<sup>th</sup> May 2022

Dear Councillor

You are summoned to attend the Annual meeting of Reighton & Speeton Parish Council in the Village Hall, St Helen's Lane, Reighton on Monday 23<sup>rd</sup> May 2022; the meeting will follow the Parish meeting which commences at 6.45pm. The Annual meeting will be followed by an ordinary meeting of the council.

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

#### **Annual Meeting Agenda**

- 1. To Elect a Chairman** of the Council for 2022/23 & for the elected Chairman to receive & sign a declaration of acceptance of office.
- 2. To consider appointing a Vice Chairman for 2022/23.**
- 3. 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.**
- 4. Apologies** - to receive & note apologies and to consider reasons given for non-attendance.
- 5. Declarations of Acceptance of Office** – to receive councillors' declarations of acceptance of office or to permit them to make the declaration before or at the next meeting of the Parish Council.
- 6. Co-option for the ordinary vacancy** – to consider any applications for the vacancy on the Parish Council.
- 7. Minutes** to approve and sign the minutes of the Ordinary meeting held on 25th April 2022.
- 8. Election of representatives on outside group & organisations:** - to elect representatives on external local bodies- Yorkshire Local Councils Association.
- 9. Banking arrangements** to confirm continuation of Virgin Money as the council's bankers & to appoint a further signatory to the bank account & to confirm existing signatories & to confirm access authority for Internet Banking.
- 10. Direct Debit** – to confirm continuation of Direct Debit to the Information Commissioners Office (ICO) for the forth coming year.
- 11. Standing Orders/Financial Regulations** – to confirm adoption of STO's & Financial Regulations as circulated.
- 12. Policies & Procedures** – to confirm adoption of the following as circulated: -
  - Code of Conduct
  - Complaints Procedure
  - Model Publication requirements
  - Recording of Meetings
  - Freedom of Information
  - GDPR Privacy Notice
  - GDPR councillors
  - Electronic Banking

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**13. Meeting Dates** – to confirm the meeting dates of the council up to May 2023.

**Agenda Ordinary meeting**

- 1) **Declarations of Interest** - to receive declarations of interests by Parish Councillors and to consider any written applications for dispensations.
- 2) **Police matters** - to discuss with any representative from the police the crime report for May & any matters of relevance to the police.
- 3) **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.)
- 4) **To receive the Unitary Authority Councillors & Ward Councillors reports** with questions from councillors & or public to follow.
- 5) **Planning**
  - **21/01845/FL/21/02243/FL/21/02097/FL/21/02328/FL** -relating to holiday homes - Discovery Way Moor Road Filey. **Applications outstanding.**
  - **22/00033/HS** -Part conversion and part demolition of existing outbuilding to form kitchen diner with installation of rooflights - Verwell House Farm Church Hill Reighton -**Application outstanding.**
  - **21/00618/FL** - Retention of existing use of land and existing building as camping/caravan site in association with existing tourist/holiday facilities within the Dotterel Inn – **appeals heard 22/3/22.**
  - **Any other application received prior to the meeting**
- 6) **Wold Edge** – to discuss application for Caravan & Motorhome Club certification for 5 pitch site.
- 7) **Village issues to discuss & decide on the appropriate action to be taken relating to the following matters:**
  - **Honeypot footpath** – to discuss the issue with the new NY Council councillor.
  - **Reighton telephone box** - to hear from Councillors Harrison & Rookes.
  - **Dotterill bus stop** – to hear from Councillor Harrison.
  - **Watsons steps** – to review quotes received for the work required & to discuss & decide on the appointment of a contractor.
  - **Ongoing maintenance of Reighton road sign flowerbeds** – to hear from Councillor Mrs Paddock.
  - **Works to Permissive access to Speeton Sands** – to receive an update.
  - **Village Maintenance** – to discuss any further issue raised.
- 8) **Finance** members to receive a report relating to the following matters & to discuss & decide on the appropriate action: -
  - a) **Bank reconciliation for period ended 29<sup>th</sup> April 2022** - to receive the information & to approve the figures & for the chairman to review & sign.
  - b) **Schedule of payments** – to approve the schedule of payments for May 2022
- 9) **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 date of the next meeting as 27<sup>th</sup> June 2022 at 7pm

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