



OFFICIAL MINUTES OF THE EXTRAORDINARY COUNCIL MEETING OF SHERBURN IN ELMET PARISH COUNCIL

Date: Wednesday 29 June 2022
Time: 7.30pm
Place: Harry Mountain Room, Eversley Park Centre, Low Street, Sherburn in Elmet LS25 6BA
Attendance: Cllr P Baumann, Cllr S Bradder, Cllr D Brook, Cllr G Limbert, Cllr A Tant-Brown, Cllr R Packham
 No members of the press or public present.
Staff: Georgina Ashton, Locum Clerk.

MINUTES

The meeting opened at 7.33pm

FC/23/29	<p>Apologies:</p> <ul style="list-style-type: none"> a. To receive and note apologies for absence. Cllr Buckle has provided apologies, Cllr Ward absent. b. To consider reasons for absence received <p>Resolution: To approve the reasons for absence from Cllr Buckle. Unanimous.</p>
FC/23/30	<p>Declarations of Interest:</p> <ul style="list-style-type: none"> a. To receive Declarations of Interests from Members not already declared under members Code of Conduct or members register of interests, in any business to be transacted. None received. b. To consider any dispensation requests received None received.
FC/23/31	<p>Councillor Vacancies:</p> <ul style="list-style-type: none"> a. To consider applications from eligible candidates for 2 vacant Parish Councillor seats. One application received for one of the 2 vacant seats. The Council have now received notification of 2 further vacancies and these seats are in the process of a Notice of Vacancy, pending either a by-election or co-option. b. To approve the co-option of eligible candidates to vacant seats on Sherburn in Elmet Parish Council <p>Resolution: to approve the co-option into one of the vacant seats of Mario Redhead onto Sherburn in Elmet Parish Council at the next full council meeting. Unanimous.</p>
FC/23/32	<p>To consider the financial reporting:</p> <ul style="list-style-type: none"> a) To authorise the completion of Section 1 of the Annual Governance and Return Statement 2021/2022. To be completed, signed and dated by the Chairman and the Clerk of the Council. Resolution: To approve the completion of Section 1 of the Annual Governance and Return Statement 2021/22, completed, signed and dated by the Chairman and the Clerk of the Council. Unanimous. b) To authorise the competition of Section 2 of the Annual Governance and Return Statement 2021/2022. To be completed, signed and dated by the Chairman and the Clerk of the Council.

	<p>Resolution: To approve the completion of Section 2 of the Annual Governance and Return Statement 2021/22, completed, signed and dated by the Chairman and the Clerk of the Council. Unanimous.</p> <p>c) To approve the publication of documents required by the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015. To confirm the dates for the Exercise of Public Rights.</p> <p>Resolution: To confirm the publication of documents required by the Accounts and Audit Regulations 2015 and to confirm the dates for the Exercise of Public Rights from Friday 1st July 2022 to Thursday 11th August 2022. Unanimous.</p>
FC/23/33	<p>To consider an additional quotation from the grass cutting contractor for Hodgson's Lane.</p> <p>Cllr Limbert has met with one of the directors from the grass cutting contractors. They had a tour of the village and confirmed the details of the contract and the grass that should be cut. The grass should be cut up to the footbridge on Hodgson's Lane. However the contractor has not cut it but it has been cut by someone else to the half way point. Some councillors suggested that this has been cut by the Environment Agency in the past. Quotation is £1500 for the 2nd half of the lane up to the ring road from the footbridge. This is a one off fee as this area is only done once a year. This work can be done this week and the contractor will cut the full length of Hodgson's Lane if approved. Is it worthwhile contacting the Environment Agency / IDB prior to any decision?</p> <p>Resolution: To approve the additional quotation (£1,500) from the grass cutting contractor for the Hodgson's Lane from the footbridge to the end of the lane where it meets the ringroad. Unanimous.</p>
FC/23/34	<p>To consider the preferred contractor advertisement.</p> <p>Cllr Limbert has drafted up an application form for potential contractors to complete so that the council have a preferred contractor's "go to list". Social media, PC website, SDC website, cast the net wide but encourage local businesses to apply. Opportunity to add two references as part of their application. Comments welcome to the Chairman, proofreading comments asap. Advertised locally for at least 28 days initially to enable local contractors to apply.</p> <p>Resolution: To approve the Preferred contractor application form and advertisement (with any amends to the Chairman asap). Unanimous.</p>
FC/23/35	<p>Next ordinary meeting of Sherburn in Elmet Parish Council:</p> <p>a. To confirm date, time and venue for next meeting of Sherburn in Elmet Parish Council – Monday 18th July 2022. (August meeting provisionally to take place on Monday 15th August 2022).</p>

The meeting closed at 8.55pm

Signed by the Chairman:

Date: