

BOSTON SPA PARISH COUNCIL

The Village Hall, 199 High Street, Boston Spa LS23 6AA

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12 May 2026

The Annual Meeting of Boston Spa Parish Council will be held in the Lantern Room of the Village Hall on **Monday, 18th May 2026 at 7.00pm.**

Members of the public are entitled to be present and attendance by residents is welcomed.

Prior to the first item on the agenda there will be an opportunity for members of the public to address the Parish Council. The members will take these representations into account when agenda items are discussed but are not required to make a response. This session will last for a maximum of 20 minutes after which members of the public will no longer be permitted to address the Parish Council unless specifically invited by the Chairman.

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| 001/26 | To elect the Chairman and Vice Chairman |
| | i) To elect a Chairman of the Council for the 2026-27 municipal year and to receive the Chair's signature on the Declaration of Acceptance of Office or, if they are not present, to resolve to receive the Declaration at the next ordinary meeting of the Parish Council. |
| | ii) To elect the Vice Chairman for the next municipal year |
| 002/26 | To accept apologies for absence and approve reasons for absence |
| 003/26 | 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 |
| 004/26 | To receive an update from the Ward Councillors |
| 005/26 | To receive any crime reports or updates from the PACT meeting |
| 006/26 | Minutes |
| | i) To confirm the minutes of the ordinary meeting held on 20 th April 2026 and review the action list |
| 007/26 | Financial matters |
| | i) To review the monthly figures and bank reconciliation |
| | ii) To consider quotes for the Parish Council's 3-year LTA insurance renewal |
| 008/26 | Annual Governance and Accountability Return |
| | i) To consider the 2025-26 internal auditor's report |
| | ii) To confirm the period of the Exercise of Public Rights to inspect the unaudited accounts for year ended 31 March 2026 |
| | iii) To approve Section 1 - Annual Governance Statement 2025-26 on page 4 of the Annual Governance and Accountability Return |
| | iv) To approve and sign the Financial Statements for the year ended 31 March 2026 together with Section 2 - Accounting Statements 2025-26 on page 5 of the Annual Governance and Accountability Return |
| 009/26 | To review and agree membership of the Parish Council's Committees |
| | i) Finance Committee |
| | ii) Neighbourhood Planning Advisory Committee |
| | iii) Community Events Committee |
| 010/26 | To review and agree membership of the Parish Council's Working Parties and allocation of responsibilities |

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| | <p>Friends of Stables Lane Working Group (FOSL) - (3) Resilience Planning (1) Sports Club Liaison - (1) Allotments (2) Streetscene/ Highways / Drainage(1) Finance & Internal Control (3) Planning Lead Member Communications - (2) HR/ Employment - (2) Public Open Spaces and trees (1)</p> | | | | | | | | |
| 011/26 | To appoint representatives to the following outside bodies: | | | | | | | | |
| | <p>Village Hall Management Committee Charity of Richard Dawson (2) Boston Spa Festival Liaison (2) Deepdale Management Association (1) Leeds CC Annual Parish Forum (1) Harewood & Wetherby Wards Town and Parish Council Forum (2) Yorkshire Local Councils Association (2) Boston Spa and Wetherby Green Group Liaison (1)</p> | | | | | | | | |
| 012/26 | Planning issues | | | | | | | | |
| | <table border="0"> <tr> <td>i)</td> <td>To review planning applications and agree responses</td> </tr> <tr> <td></td> <td>26/01465/FU West Oaks School Westwood Way</td> </tr> <tr> <td></td> <td>26/02228/FU New Barn House Hall Mews</td> </tr> <tr> <td></td> <td>26/01889/FU 12 West Dale</td> </tr> </table> | i) | To review planning applications and agree responses | | 26/01465/FU West Oaks School Westwood Way | | 26/02228/FU New Barn House Hall Mews | | 26/01889/FU 12 West Dale |
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| | 26/02228/FU New Barn House Hall Mews | | | | | | | | |
| | 26/01889/FU 12 West Dale | | | | | | | | |
| 013/26 | Transport & Highways | | | | | | | | |
| | i) To receive an update on the Westwood Way and High Street Traffic Regulation Order (Cllr Stables) | | | | | | | | |
| | ii) To receive an update on proposed planter changes outside Costcutter | | | | | | | | |
| | iii) To receive an update on the Lane Lodge bus shelter | | | | | | | | |
| 014/26 | To receive an update on issues concerning Stables Lane and receive any updates from the Friends of Stables Lane Working Group | | | | | | | | |
| | i) To consider any updates on the car park surface | | | | | | | | |
| | ii) To consider the introduction of a PSPO to enforce dogs on a lead | | | | | | | | |
| | iii) To consider a quote for two anti-vandal bins and installation | | | | | | | | |
| | iv) To consider the cost of a replacement entry post | | | | | | | | |
| | v) To consider the vending of ice cream from the car park | | | | | | | | |
| | vi) To consider any updates on the Martin House Glow Event | | | | | | | | |
| 015/26 | To consider any issues regarding public open spaces | | | | | | | | |
| | i) To consider a quote for tree works on the greens at Fountains Avenue | | | | | | | | |
| | ii) To consider the plaque wording for the sponsored bench at Millennium Gardens | | | | | | | | |
| 016/26 | To consider any riverside issues | | | | | | | | |
| | i) To receive an update on wood collection signs | | | | | | | | |
| 017/26 | Allotments | | | | | | | | |
| | i) To consider the latest inspection report | | | | | | | | |
| 018/26 | To receive an update from the Events Committee (Cllr Watts) | | | | | | | | |
| 019/26 | To receive any updates from the Neighbourhood Planning Advisory Committee (NPAC) | | | | | | | | |
| 020/26 | To receive any updates from the Emergency and Resilience planning group | | | | | | | | |

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| 021/26 | To receive reports from members who have attended other committees and meetings | | |
| 022/26 | Exchange of Information – to raise any emerging issues (matters on which no decision can be taken at this meeting) | | |
| 023/26 | To note correspondence received and approve any responses/ action to items of correspondence | | |
| 024/26 | To approve payments and receipts in accordance with the budget and note any receipts | | |
| | GH Brooks | Riverside sign materials | £168.86 |
| | Business Stream | Stables Lane water | £157.23 |
| | Water Plus | Allotments water | £12.46 |
| | Leeds City Council | Westwood Way allotments rent | £52.00 |
| | Brightpay | Annual Subscription | £108.50 |
| | Receipts | | |
| | Leeds City Council | Precept & LCTS Grant | £83,657.00 |
| | Kirby's Builders Merchants | Newsletter advert | £94.80 |
| | HMRC | VAT refund | £1,513.45 |
| | Allotment Tenant | Allotment Rent | £10.00 |
| 026/26 | To receive items for the Annual Parish Council meeting on Monday 15th June 2026 | | |