

## BOSTON SPA PARISH COUNCIL

The Village Hall, 199 High Street, Boston Spa LS23 6AA  
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10 June 2025

An Ordinary Meeting of Boston Spa Parish Council will be held in the Lantern Room of the Village Hall on **Monday 16 June 2025 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.

## AGENDA

028/25	To accept apologies for absence and approve reasons for absence	
029/25	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	
030/25	To receive an update from the Ward Councillors	
031/25	To receive any crime reports or updates from the PACT meeting	
032/25	To confirm the Minutes of the meeting held on 19 May 2025	
	211/24ii - Measure wall at 122 High Street	
	229/24vii- Obtain Direct Debit form from HMRC	
033/25	Financial matters	
	i)	To review the monthly figures and bank reconciliation
	ii)	To review the 2025-26 budget v spend to date
	iii)	To consider a funding request from the Emergency and Resilience Planning Group
034/25	To review the statutory documents and policies	
	i)	Standing Orders
	ii)	Financial Regulations
	iii)	Recording of Parish Council meetings
	iv)	Publications Scheme
	v)	Complaints Scheme
	vi)	Risk Assessments
035/25	To review and agree membership of the Parish Council's Working Parties and allocation of responsibilities	
	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)		
036/25	To appoint representatives to the following outside bodies:		
	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)		
037/25	Planning issues		
	i)	To review planning applications and agree responses 25/03230/FU     7 Green Lea Close	
038/25	Community Events		
	i)	To receive an update from the Events Committee (Cllr E Alderson)	
039/25	Highways and streetscene		
	i)	To receive an update on the Westwood Way Traffic Regulation Order	
	ii)	To receive an update on bus shelters	
	iii)	To receive an update on bench installation at Westwood Way	
	iv)	To consider the visibility of planters outside Cost Cutter	
040/25	To receive an update on issues concerning Stables Lane and receive any updates from the Friends of Stables Lane Working Group		
	i)	To receive an update on the Green Flag Award	
	ii)	To consider repairs to the car park and any associated costs	
	iii)	To receive any updates from the FOSL meeting on 3 <sup>rd</sup> June	
041/25	To consider any issues regarding Church Fields or public open spaces		
042/25	To consider any riverside issues		
	i)	To consider proposed improvement works by Boston Spa Green Group	
	ii)	To consider a Community Engagement Session on Tree Preservation Orders and works to trees within the Conservation Area.	
	iii)	To consider a sponsored memorial bench for Jackdaw Crag	
043/25	Allotments		
	i)	To consider the latest inspection report (Cllrs Bowen and Taylor)	
044/25	To receive any updates from the Neighbourhood Planning Advisory Committee (NPAG)		
045/25	To receive an update from the Emergency and Resilience planning group		
046/25	To receive reports from members who have attended other committees and meetings		
047/25	Exchange of Information – to raise any emerging issues		
048/25	To note correspondence received and approve any responses/ action to items of correspondence		
049/25	To approve payments and receipts in accordance with the budget		
	D Marshall	Salary & WFH Allowance	£1,453.30
	D Marshall	Stables Lane trolley box and bin key	£28.00

	Yorkshire Games Hire	Giant Board Games	£340.00
	G&S Toilet Hire	Festival toilets	£468.00
	Scribe	Accounting Software Annual Licence	£499.68
	DNA Kids	Festival DJ	£300.00
	Class Office Equipment	Confidential Shredding	£9.00
	SLCC	13th Ed Local Council Administration	£142.40
	Scott Courts	Brightpay Annual Licence	£100.80
	<b>Receipts</b>		
	D Kemp	Newsletter Advert	£63.60
	Boston Spa Green Group	Image licence fee	£200.00
	Five Star Sports	Stables Lane Party Hire	£24.00
	JRC Entertainment	Stables Lane Hire - Circus	£1,200.00
	Cambridge & Counties	Annual Savings Interest	£3,910.00
<b>050/25</b>	<b>To receive items for the Ordinary Parish Council meeting on Monday 21<sup>st</sup> July 2025</b>		