

BOSTON SPA PARISH COUNCIL

The Village Hall, 199 High Street, Boston Spa LS23 6AA
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9th May 2023

The Annual Meeting of Boston Spa Parish Council will be held in the Lantern Room of the Village Hall on **Monday, 15th May 2023 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.

001/23	To elect the Chairman and Vice Chairman
	i) To elect the Chairman of Boston Spa Parish Council for next municipal year
	ii) Chairman to sign declaration of acceptance of office
	iii) To elect the Vice Chairman for the next municipal year
002/23	To accept apologies for absence and approve reasons for absence
003/23	To receive Declarations of Acceptance of Office for Elected Councillors and Receive Declarations of Interest
004/23	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
005/22	To receive an update from the Ward Councillors
006/23	To confirm the Minutes of the meeting held on 17th April 2023 and review the action list
007/23	Financial matters
	i) To review the monthly figures and bank reconciliation
	ii) To consider quotes for the PC's 3-year insurance renewal
	iii) To review the Parish Council reserves and reallocate funds where appropriate
008/23	To review and agree membership of the Parish Council's Committees and Working Parties and appoint Lead Members
	Friends of Stables Lane Working Group (FOSL) - (3) Neighbourhood Planning Advisory Group - (2) Sports Club Liaison - (1) Allotments (2) Streetscene/ Parking / traffic lead member (1) Finance & Internal Control (2) Planning Lead Member - (1) Communications - (1) HR/ Employment Committee - (2) Public Open Spaces and trees (1)
009/23	To consider the Internal Auditor's report to the Parish Council
010/23	To confirm the period of the Exercise of Public Rights to inspect the unaudited accounts for year ended

	31 March 2023		
011/23	To approve Section 1 - Annual Governance Statement 2022/23 on page 4 of the Annual Governance and Accountability Return		
012/23	To approve and sign the Financial Statements for the year ended 2022/23 together with Section 2 - Accounting Statements 2022/23 on page 5 of the Annual Governance and Accountability Return		
013/23	Planning issues		
	i)	To review planning applications and agree responses	
		23/02234/OT/NE	Oaks Lane Boston Spa
		23/02395/FU	3 Holly Bush Court
		23/02383/LI	217 High Street
		23/02719/FU	Dovecote House, Bridge Road
	ii)	To receive an update on the planning application for the land at the former St Vincent's School.	
014/23	To receive any crime reports or updates from the PACT meeting		
015/23	Community Events		
	i)	To consider correspondence from Leeds City Council regarding the closure of the High Street Car Park entrance	
	ii)	To consider a quote of £390 for portable toilets for the Party in the Park	
	iii)	To consider a budget of £60 for the printing of Party in the Park posters	
	iv)	To consider a quote for £400 for the collection of compostable and general waste	
016/23	Christmas Lighting		
	To receive an update on the arrangements for Christmas 2023 lighting		
017/23	To receive an update on highways, parking and streetscene matters		
	i)	To receive an update on the Village Centre Plan	
	ii)	To receive an update on the installation of a bus shelter	
018/23	To receive an update on issues concerning Stables Lane and receive any updates from the Friends of Stables Lane Working Group		
019/23	To consider any issues regarding Church Fields or public open spaces		
	i)	To consider a quote for repair of the Holgate Lane bollard clip and PC noticeboard	
020/23	To consider any riverside issues		
	i)	To consider correspondence from Boston Spa Angling Club regarding access to river	
021/23	To receive any updates from the Neighbourhood Planning Advisory Committee (NPAG)		
022/23	To receive reports from members who have attended other committees and meetings		
023/23	Exchange of Information – to raise any emerging issues		
024/23	To note correspondence received and approve any responses/ action to items of correspondence		
025/23	To approve payments and receipts in accordance with the budget		
	D Marshall	Salary and Expenses	TBC
	Scribe	Accounting Software	£499.68
	Marsland Timber	Riverside steps timber	£138.17
	Receipts		
	Nationwide BS	Annual Savings Interest	£624.13

	Leeds City Council	Annual precept and LCTS grant	£61,967.00
	Various	Fitness Class Licences – Stables Lane	£924.00
	HMRC	VAT Repayment	£694.76
026/23	To receive items for the Ordinary Parish Council meeting on Monday 19th June 2023		