

MENSTON PARISH COUNCIL

The Annual Parish Council Meeting of Menston Parish Council will be held in the Chevin Room at Kirklands Community Centre, Main Street, Menston on Thursday 18th May 2023 following the Annual Parish Meeting which starts at 7.05pm

Catriona Hanson

Parish Clerk
12st May 2023

AGENDA

1. **Election of the Chairman of Menston Parish Council for 2023/24**
2. **The Chairman will read and sign the Declaration of Acceptance of Office**
3. **Election of the Vice Chairman of Menston Parish Council for 2023/24**
4. **Election of the Chairman of the Planning Committee for 2023/24**
5. **Election of the Vice Chairman of the Planning Committee for 2023/24**
6. **Welcome and introduction from the Chairman of the Parish Council**
7. **To receive any apologies for absence**
8. **To receive any disclosures of interest or requests for dispensation**
9. **Public consultation and question time**
10. **Minutes of previous meeting and progress report**
To approve the minutes of the meeting held on 27th April 2023
11. **Finance**
To note the receipt of £22,761.30 (CIL transfer from Bradford Council)
To agree to pay the following invoices:
 - Monthly salary invoice
 - Kirklands Trust:
 - Menston Family and Friends Hub monthly meetings (£810)
 - Library cleaning (£192)
 - Coronation meeting (£21.00)
 - MPC internal audit meeting (£10.00)
 - MPC AGM meeting (£45.00)
 - Bradford Council – Christmas lights (£4,614 – includes VAT)
 - Quallsafe.com – defibrillator and cabinet (£1,800 – includes VAT)
 - To reimburse the Clerk for 24 hours work for the Kirklands (Menston) Trust – February to May 2023
12. **Fields on Otley Road**
To consider supporting MANT with their proposed purchase of land on Otley Road by agreeing to contribute to any monies raised
13. **Grant application**
 - To consider a grant application from the NSPCC – 4 lots of room hire at Kirklands for events (£400)

- To consider a grant application from Menston Cameo Lunch Club – subsidy towards a lunch at Otley Golf Club for members (£550.35)
- 14. Menston Parish Council Annual Return 2022-23** - to approve the Parish Council's Annual Governance Statement and the Annual Return for the year 2022-23 Section 1
 - 15. Menston Parish Council Annual Return 2022-23** - to approve Section 2, the Accounting Statements
 - 16. To re-adopt the Standing Orders and Financial Regulations**
 - 17. To agree to fill the Parish Council vacancy by co-option**
 - 18. To receive an update about some 'Welcome to Menston' signs**
 - 19. To discuss the Parish Council's concerns about bus services and routes**
 - 20. To receive some feedback about the Coronation celebrations**
 - 21. To receive an update from a representative from the Friends of Menston Park**
 - 22. To receive an update about the Parish Council's response to Bradford Council's Emergency Planning Team**
 - 23. To receive an update about a memorial to Peter Finlay**
 - 24. To receive an update from the recent meeting of the Kirklands (Menston) Trust**
 - 25. To receive an update from the Menston 2025 Heritage Group**
 - 26. To appoint a representative to the Wharfedale Greenway Working Group**
 - 27. Leeds Bradford Airport** – to receive an update
 - 28. To receive an update about a pedestrian crossing by Menston Primary School**
 - 29. To receive an update about Bradford Council's highways proposals**
 - 30. To receive an update about the ACV applications**
 - 31. Chairman's remarks and correspondence**
 - 32. To consider any items to be held in closed session**
 - 33. Agenda items for the next meeting**
 - 34. Date of next meeting**
To agree the date of the next meeting of the Parish Council on Thursday 29th June 2023 at 7.05pm.