



MENSTON PARISH COUNCIL

The next meeting of **Menston Parish Council** will be held in **the Wharfe Room at Kirklands Community Centre, Main Street, Menston on Thursday 30th November 2023 which starts at 7.05pm**

Catriona Hanson

Parish Clerk
24th November 2023

AGENDA

- 1. Welcome and introduction from the Chairman of the Parish Council**
- 2. To receive any apologies for absence**
- 3. To receive any disclosures of interest or requests for dispensation**
- 4. Public consultation and question time** – members of the public are reminded that a maximum of 15 minutes in total is available for public consultation.
- 5. Minutes of previous meeting and progress report**
To approve the minutes of the Parish Council meeting held on 30th November 2023
- 6. Finance**
To agree to pay the following invoices:
 - Monthly salary invoice
 - To pay the Clerk's additional hours for attending 4 Neighbourhood Planning meetings
 - Kirklands – Library cleaning (£153.60), WWII meeting (£79.50), Remembrance Sunday meeting (£53), Neighbourhood Plan meeting (£10.50), Heritage meeting (£10.50) **total £307.10**
 - Defibrillator relocation to Menston Scout Hut - electrical installation work (£182)
 - PKF Littlejohn (external auditors) £420 (+VAT)
 - Smallprint – posters (£5) and banners for Christmas Lights switch-on (£180)
 - Smallprint – NDP survey posters (£52)
 - Justin Leeming – posters (£50)
 - Dave Woods – Neighbourhood Plan survey work (£120)
 - Christmas lights – repairs, maintenance and hiring a cherry picker for the installation (£1,000)

To note the payment of £104.97 (Poppy wreaths for Remembrance services)
To note the payment of £15,000 to the Kirklands Trust
To note the receipt of £3,123.16 (VAT refund claim from HMRC) and £100 from Menston Show (ringfenced to Menston Library)
- 7. To accept the Parish Council Parish Council budget and precept recommendation for 2024-25** (Appendix 1)
- 8. National pay award 2023/24**– to agree the award backdated to 1 April 2023
- 9. To consider the following grant applications**
 - **Menston in Bloom** - £1,500 (Appendix 2)
 - **Menston Scouts and Guides** - £300 (Appendix 3)

- 10. To agree to fund four play sessions in Menston Park in summer 2024** at a cost of £700 (+VAT) per session
- 11. To discuss priorities for the remaining CIL budget**
- 12. To agree a response to Bradford Council Highways about proposed changes to the junction of Bingley Road and Main Street** (Appendix 4)
- 13. To receive an update about the use of social media**
- 14. To receive an update about the Airspace change process and what, if any, next steps there might be for the Parish Council**
- 15. To receive an update about recovering costs for the Coronation celebrations**
- 16. To receive an update on the park and travellers access**
- 17. To receive an update about the purchase of a bench for Westbourne Drive**
- 18. To receive an update about some 'Welcome to Menston' signs**
- 19. To receive an update from the recent meetings of:**
 - Menston Community Association
 - Kirklands (Menston) Trust
 - Climate Action Menston
 - Menston Businesses Backing Climate Action scheme
 - Wharfedale Greenway
- 20. To receive updates about:**
 - Menston Parks
 - Peter Finlay Memorial Bench
 - The footpath from St John's estate to Meadowcroft
 - The defibrillator which the Parish Council agreed to purchase and install at Kirklands
- 21. Chairman's remarks and correspondence**
- 22. To consider any items to be held in closed session**
- 23. Agenda items for the next meeting**
- 24. Date of next meeting**

To agree the date of the next meeting of the Parish Council on Thursday 25th January 2024 at 7.05pm.