



# 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 25<sup>th</sup> April 2024 which starts at 7.05pm**

*Catriona Hanson*

Parish Clerk  
19<sup>th</sup> April 2024

## 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 29<sup>th</sup> February 2024
- 6. Planning Committee**  
To elect a Vice-Chairman of the Planning Committee
- 7. Finance**  
To note the receipt of £131,152 (Precept for 2024-25)  
To note the following payments:
  - The monthly salary invoice
  - £1,070 – electrical costs for Xmas Lights (£1,070 donated by Menston Christmas Lights)
  - YLCA – Planning training (£50)To agree to pay the following invoices:
  - Kirklands Trust – Room hire charges - £69 and Library cleaning - £104.95
  - Bradford Council – Christmas Lights - £4,812 (includes £802 VAT)
  - Office rent October 2023 to March 2024 (£208)
  - Information Commissioners Office – annual subs (£40)
  - Yorkshire Local Councils Associations – annual subs (£936)
  - Catriona Hanson – stationery (£62.75)To consider the following grant applications:
  - Menston Community Association - £780 for a shed to store equipment
  - Friends of High Royds Memorial GardenTo consider sponsoring Menston Show
- 8. To nominate a representative to the Menston Memorial Cottage Charity**
- 9. To consider funding two additional defibrillators in Menston**
- 10. To accept the Parish Council's bank reconciliation report for 2023-24**

- 11. To review and adopt the Parish Council's Asset Register 2023-24**
- 12. To review and adopt the Parish Council's Risk Assessment 2023-24**
- 13. To receive a briefing note about the Community Governance Review process**
- 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 on the park and travellers access**
- 16. To receive an update about the purchase of a bench for Westbourne Drive**
- 17. To receive update (if any) from the recent meetings of:**
  - Menston Community Association
  - Kirklands (Menston) Trust
  - Climate Action Menston
  - Wharfedale Greenway
- 18. To receive updates (if any) about:**
  - Menston Parks
  - Peter Finlay Memorial Bench
  - Barn Close paved area
  - Traffic proposals for Menston
- 19. To agree to deposit the paper copies of the Parish Council and Planning Committee minutes 2008 – 2020 with the West Yorkshire Archive Service (carried over from previous meeting)**
- 20. To consider a request from Menston Scouts for additional funding towards their new Scout Hut**
- 21. Pay sub-review group** – to receive an update, and approve any recommendations, if proposed
- 22. Chairman's remarks and correspondence**
- 23. To consider any items to be held in closed session**
- 24. Agenda items for the next meeting**
- 25. Date of next meeting**

To agree the date of the next meeting of the Parish Council on Thursday 30<sup>th</sup> May 2024 at 7.05pm.