



MENSTON PARISH COUNCIL

The **Annual Parish Council Meeting of Menston Parish Council** will be held in the **Wharfe Room at Kirklands Community Centre, Main Street, Menston on Thursday 30th May 2024 following the Annual Parish Meeting which starts at 7.05pm**

Catriona Hanson

Parish Clerk
24th May 2024

AGENDA

1. **Election of the Chairman of Menston Parish Council for 2024/25**
2. **The Chairman will read and sign the Declaration of Acceptance of Office**
3. **Election of the Vice Chairman of Menston Parish Council for 2024/25**
4. **Election of the Chairman of the Planning Committee for 2024/25**
5. **Election of the Vice Chairman of the Planning Committee for 2024/25**
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 extraordinary meeting held on 23rd April and the meeting held on 25th April 2024
11. **Finance**
To note the following payments:
 - The monthly salary invoiceTo agree to pay the following invoices:
 - Kirklands Trust – Room hire charges (£61.50) and Library cleaning (£104.95)
 - Kirklands Trust – Room hire for the Family and friends hub (£256.50)

To consider a grant application for £651 from Menston Show (Appendix 1)
12. **Menston Parish Council Annual Return 2023-24** - to approve Section 1, the Parish Council's Annual Governance Statement (Appendix 2)
13. **Menston Parish Council Annual Return 2023-24** - to approve Section 2, the Accounting Statements (Appendix 3)
14. **To re-adopt the Standing Orders (Appendix 4) and Financial Regulations (Appendix 5)**
15. **To receive a presentation from the Office of the Lord Lieutenant of West Yorkshire**

- 16. To agree to register the Parish Council with Action with Communities in Rural England (ACRE) (Appendix 6)**
- 17. To receive an update about the Airspace change process and what, if any, next steps there might be for the Parish Council**
- 18. To receive an update on the park and travellers access**
- 19. To receive an update about the Welcome to Menston signs**
- 20. To receive update (if any) from the recent meetings of:**
 - Menston Community Association
 - Kirklands (Menston) Trust
 - Climate Action Menston
 - Wharfedale Greenway
- 21. To receive updates (if any) about:**
 - Menston Parks
 - Peter Finlay Memorial Bench
 - Barn Close paved area
 - Traffic proposals for Menston
- 22. 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)**
- 23. Pay sub-review group** – to receive an update, and approve any recommendations, if proposed
- 24. Chairman's remarks and correspondence**
- 25. To consider any items to be held in closed session**
- 26. Agenda items for the next meeting**
- 27. Date of next meeting**

To agree the date of the next meeting of the Parish Council on Thursday 27th June 2024 at 7.05pm.