

# Dishforth Parish Council

Chairman: Cllr Anne Sturzaker

Parish Clerk: Jill Davis

e-mail: [parishclerk@dishforthpc.org.uk](mailto:parishclerk@dishforthpc.org.uk)

A Meeting of the **DISHFORTH PARISH COUNCIL** will be held IN THE VILLAGE HALL, MAIN STREET, DISHFORTH YO7 3JU on **TUESDAY 21<sup>ST</sup> OF MARCH 2023 AT 7.30PM.**

All Members are summoned to attend. Parishioners and members of the public are very welcome.

## AGENDA

The Council, members of the public, and the press may record/film/photograph or broadcast this meeting when the public and the press are not lawfully excluded. This does not extend to live verbal commentary. Any member of the public who attends a meeting and objects to being filmed should advise the Parish Clerk who will instruct that they are not included in the filming

1.	E98	<b>Welcome by the Chairman:</b>
2.	E99	<b>Apologies for absence:</b> to receive and note apologies
3.	E100	<b>Dispensations:</b> to consider requests and <b>Declarations of Interest</b> to receive Pecuniary and Non-Pecuniary Interests from Cllrs on items to be considered at this meeting.
4.	E101	<b>To approve the minutes of the Parish Council Meeting held on the 20TH OF FEBRUARY 2023</b>
5.	E102	<b>Public Participation Session:</b> for the public to talk to Cllrs about items only on the agenda
6.	E103	<b>Reports:</b> to receive reports 6.a County Councillor Report 6.b District Councillor Report
7.	E104	<b>Reports From: Committees/Representatives of other Committees/Groups/Meetings:</b> to receive <b>reports and proposals/requests and considerations</b> and agree on any actions needed: 7.a To update members concerning the Jubilee Coin distribution (Cllr Sturzaker) 7.b To update members concerning the Strata Development (Members)
8.	E105	<b>Clerk's Report:</b> Items received after the publication of the agenda or for items needing discussion 8. Report circulated to members
9.	E106	<b>Correspondence Report:</b> Items received after publication of the agenda or for items needing discussion No items
10.	E107	<b>Administration:</b> 10.a To agree on the date of 31/03/2023 6.00pm - 8.00pm Village Hall Training/Building Bridges Evening 10.b To inform members that Farm and Land Services Ltd have agreed to the Grass Cutting Contract for 2023 – Waiting for the documentation to be received. 10.c To update members concerning the DISHFEST (Cllr Sturzaker) 10.d for members to consider approving the Expenses Policy 10.e For members to consider approving the Home Working Policy 10.f For members to consider approving the Lone Working Policy 10.g For members to consider approving the Equality and Diversity Policy 10.h For members to consider approving the Complaints Policy 10.i For members to approve the Expenses Form
11.	E108	<b>Playing Field and Sports Pavilion Matters:</b> 11.a To update the members with the ROSPA Safety Inspection Report 2022 11.b To inform members that a grant for £1195.00 has been successful for a Defib and Cabinet From HBC. 11.c For members to consider approving the successful grant 11.d For members to consider approving 3 quotes for the installation of the Defib and suggestions 11.e For members to agree on a date for the Working Party for the Playing Field and Sports Pavilion. Suggested Date 30/03/2023 11.f For members to consider approving the correspondence to the Coronation Committee DISHFEST Team
12.	E109	<b>Financial Matters:</b> 12.a For members to consider approving an outstanding payment to Farm and Land Services Ltd £29.25 (Interest Accrued from non-payment of invoices)

		12.b To inform members that from April 2023 VAT Reclaim will be actioned quarterly. 12.c For members to consider approving £1,000.00 towards the cost of the coronation Events (depending on the grant request from the National Lottery) 12.d For members to consider approving the Parish Clerk's expenses for February 2023 £41.51																														
13.	E110	<b>Planning Matters:</b> For members to consider the following Planning Application: HBC Number 23/00183/FUL																														
14.	E111	<b>Website/Email Matters:</b> 14.a To inform the members that IT Support will be working on the Website on 20/03/2023 14.b For members to consider approving the Email Disclaimer 14.c To update members concerning the PC Email Accounts(Cllr Sturzaker)																														
15.	E112	<b>Information 2022 – 2023:</b> 15.a To minute that Cllrs Sturzaker, Gordon West, and Reid are the Cheque Signatories for Dishforth Parish Council 15.b To inform members that the VAT Reclaim is £1588.70. Hard Copy Sent (due to no Reference Numbers being available) 15.c To minute that the PC has £150k Fidelity Insurance 15.d To inform members that the Grass Cutting Service with North Yorkshire County Council for 2021 -2022 and 2022 -2023 has now been requested and waiting for payment 15.e To inform the members that the Parish Council is now registered with the Information Commissioner's Office for data control 15.f To inform members that PKF Littlejohn 2021/2022 – Has confirmed there are no outstanding issues. 15.g To inform the members that the Internal Auditor requires Pre- Payment before completing the accounts 15.h To inform the members that the Internal Audit is booked for 22/05/2023 15.i For members to approve AGAR Certification of Exemption for 2022 -2023 15.k To inform members that the remittance advice for the grass cutting 2021 -2022 and 2022-2023 has been received £292.36 15.l For members to consider approving the Financial Risk Assessment 15.m For members to consider approving the Annual Review of the Financial Regulations																														
16.	E113	<b>Payments to Consider: March 2023</b> Payments  <table border="0" style="width: 100%;"> <tr> <td style="width: 15%;">A 100141</td> <td style="width: 25%;">Farm and Land Services Limited</td> <td style="width: 25%;">Outstanding Invoice</td> <td style="width: 10%;">£29.25</td> <td style="width: 10%;"></td> <td style="width: 15%; text-align: right;"><b>£29.25</b></td> </tr> <tr> <td>B 100142</td> <td>Suffolk Assn. of Local Councils</td> <td>3 months of Payroll Services</td> <td>£22.50</td> <td>£4.50</td> <td style="text-align: right;"><b>£27.00</b></td> </tr> <tr> <td>C 100139</td> <td>Jill Davis</td> <td>February 2023 Salary</td> <td>£551.75</td> <td></td> <td style="text-align: right;"><b>£551.75</b></td> </tr> <tr> <td>D 100140</td> <td>Jill Davis</td> <td>February 2023 Expenses</td> <td>£41.51</td> <td></td> <td style="text-align: right;"><b>£41.51</b></td> </tr> <tr> <td colspan="3" style="text-align: right;"><b>TOTAL:</b></td> <td><b>£645.01</b></td> <td><b>£4.50</b></td> <td style="text-align: right;"><b>£649.51</b></td> </tr> </table>	A 100141	Farm and Land Services Limited	Outstanding Invoice	£29.25		<b>£29.25</b>	B 100142	Suffolk Assn. of Local Councils	3 months of Payroll Services	£22.50	£4.50	<b>£27.00</b>	C 100139	Jill Davis	February 2023 Salary	£551.75		<b>£551.75</b>	D 100140	Jill Davis	February 2023 Expenses	£41.51		<b>£41.51</b>	<b>TOTAL:</b>			<b>£645.01</b>	<b>£4.50</b>	<b>£649.51</b>
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17.	E114	<b>The Next Parish Council Meeting: 18/04/2023 Village Hall 7.30pm</b>																														
18.	E115	<b>Temporary exclusion of press and public:</b> Pursuant to the Public Bodies (Admission at meetings) Act 1960 the Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed																														
19.	E116	<b>Employment Matters:</b> 19.a For members to consider approving overtime for February 2023 21 hours 19.b For members to consider approving the correspondence to SALC for February's 2023 overtime 19.c For members to consider approving the Job Description																														

Jill Davis Parish Clerk

Dated: 16/03/2023