



Stainland and District Parish Council  
**58th Ordinary Meeting**  
**Agenda**

14<sup>th</sup> August 2023

To all members of the Stainland and District Parish Council

You are hereby summoned to attend the 58th Ordinary Meeting of the Stainland and District Parish Council to be held at Stainland & Holywell Green United Reformed Church, Stainland Rd, HX4 9AJ. The meeting will take place on **Thursday 22<sup>nd</sup> August 2023 at 19.00 Hrs** for the purpose of transacting the business set out below.

Members of the public and press are invited to attend and may address members of the Council during the item set aside for public participation.

Laura Peckover- Parish Clerk & RFO

|          | Item  |
|----------|---|
| 23.58.01 | To note the apologies and accept the reasons for absence or lateness.   |
| 23.58.02 | To accept the minutes of the Full Council Meeting held in July 2023.  |
| 23.58.03 | To receive Parish Councillors' declarations of interest.  |
| 23.58.04 | Public Participation. An opportunity for members of the public to address the Parish Council on any issues concerning them within the Parish.   |
| 23.58.05 | To discuss and make resolution of the temporarily and potentially permanent streamlining of council meetings to improve efficiency, normalise best practice, increase transparency and reduce costs. The proposal is to trial for a period of three months with an evaluation and further decision in January 2024. |
| 23.58.06 | To receive reports and make resolutions if any are required from matters arising from reports. <ul style="list-style-type: none"><li>• Chairman</li><li>• Environmental Committee</li><li>• Communications Committee</li><li>• Asset Management Committee</li><li>• Policy &amp; Finance Committee</li></ul>        |

|                 |  |
|-----------------|--|
|                 | <ul style="list-style-type: none"> <li>• Planning Committee</li> <li>• Staffing Committee – Including an update on Training for this cycle.</li> <li>• Clerk’s report - D DAY , Remembrance day &amp; Meeting proposal.</li> </ul> |
| <b>23.58.07</b> | To discuss and agree the content of the joint collaboration agreement between SDPC and SDCC. Report attached for review by indivual councillors prior to the meeting.  |
| <b>23.58.08</b> | To approve transfer of £20,450 allocated budget & grant money £3,000 to TOL charity bank account.  |
| <b>23.58.09</b> | To discuss and agree how SDPC will provide financial support to the development of TOL as implied in the original business plan. Business plan attached for review   |
| <b>23.58.10</b> | To discuss the recruitment of three remaining councillor vacancies and accept any applications received.   |
| <b>23.58.11</b> | To discuss and agree the creation of an allotment management plan to cover the period of until an allotment association is formed.<br>To create a schedule of allotment and orchard works.   |
| <b>23.58.12</b> | To discuss and make resolution regarding the existing sublet of plot at Drury lane.  |
| <b>23.58.13</b> | To receive financial reports for the current month, including payments made by the committees during July 2023   |

| Transaction Date | Transaction Description           | Debit Amount | Credit Amount |
|------------------|-----------------------------------|--------------|---------------|
| 6/7/23           | Play area donation to CMBC        | £20,800.00   |               |
| 7/7/23           | Smart Pension                     | £18.00       |               |
| 7/7/23           | Holywell Green Church             | £99.87       |               |
| 7/7/23           | CMBC election expenses            | £304.65      |               |
| 7/7/23           | Chris Knott – Allotment Insurance | £172.40      |               |
| 12/7/23          | L White – paper                   | £4.75        |               |
| 12/7/23          | L White – Clerk Phone             | £229.00      |               |
| 12/7/23          | L White- Phone Case               | £6.99        |               |
| 12/7/23          | Yorkshire Water                   | £17.69       |               |
| 21/7/23          | Allotment Rent DLA014             |              | £80.00        |
| 21/7/23          | Allotment Rent DLA012             |              | £80.00        |
| 24/7/23          | L White- Stamps                   | £29.40       |               |
| 25/7/23          | Vodafone                          | £14.82       |               |
| 26/7/23          | Allotment Rent DLA005             |              | £60.00        |
| 27/7/23          | YLCA Training                     | £50.00       |               |
| 27/7/23          | YLCA Publications                 | £17.95       |               |
| 28/7/23          | Cllr Booth – Kitchen Table        | £150.00      |               |
| 28/7/23          | Cllr Booth – Crockery             | £142.30      |               |

|                 |   |                          |                       |  |
|-----------------|---|--------------------------|-----------------------|--|
| 28/7/23         | Cllr Booth – Phone                          | £29.99                   |                       |  |
| 28/7/23         | L White- Bin for TOL                        | £30.00                   |                       |  |
| 28/7/23         | Clerk Salary July                           | £1025.26                 |                       |  |
| 31/7/23         | Allotment Fees DLA004                       |                          | £60.00                |  |
| 31/7/23         | Allotment Fees DLA006                       |                          | £50.00                |  |
| 31/7/23         | A M Cook – Microsoft 365                    | £85.41                   |                       |  |
|                 |   | <b><u>£23,228.48</u></b> | <b><u>£330.00</u></b> |  |
|                 |   |                          |                       |  |
| <b>23.58.14</b> | To receive any Correspondence               |                          |                       |  |
| <b>23.58.15</b> | To agree agenda items for the next meeting. |                          |                       |  |
| <b>23.58.16</b> | Date of Next Meeting                        |                          |                       |  |