



LITTLE SMEATON PARISH COUNCIL

Dear Councillor

You are hereby summoned to attend a meeting of the Parish Council to be held on Wednesday 9 September commencing at 7.30pm at the Community Rooms, Kirk Smeaton. for the purpose of transacting the business detailed overleaf.

Anne Moran

Clerk to the Parish Council & Responsible Finance Officer

A g e n d a

- 1 Apologies for Absence
To receive and approve any apologies for absence notified to the meeting.
- 2 Code of Conduct – Members’ Interests
To record any interests to be declared by members of the Parish Council under the code of conduct adopted at the Annual Meeting of the Parish Council held on 13 May 2026, in accordance with section 27 of the Localism Act 2011.
- 3 Dispensations
To decide upon any dispensation requests from members received by the Clerk in respect of this meeting.
- 4 Public Forum matters raised by members of the public present.
- 5 To confirm as a correct record and to authorise the signing of the minutes of meeting held 28 July 2028
- 6 To consider correspondence newly received and decide action where necessary
NAC Chief Executive Bulletins
White Rose updates from YLCA
West Yorkshire Police updates
North Yorkshire Council updates
Community Speed Watch project report
Local resident email
Letter from MP Keir Mather regarding road safety
- 7 To receive feedback from external training or meetings attended including but not exclusive [if they have met]
Events Team
Went Valley Aggregates Liaison Meeting
YLCA Selby Branch Meeting
- 8 Planning matters to be considered and any subsequent action decided upon
None received at time of agenda publication
- 9 To receive update and discuss North Yorkshires Strategic Plan
- 10 To discuss The York and North Yorkshire Combined Authority draft Local Transport Plan and consider submitting comments into the consultation process.

- 11 To discuss hanging basket provision for Summer 2027
- 12 To discuss provision of further poppies on lamppost for November 2026
- 13 To approve purchase of Remembrance wreath from Royal British Legion cost Option C £30
- 14 To discuss provision of further Christmas lights for the Tree within the village due to the failures last year with some of the lights
- 15 To discuss the proposed AGAR changes for year-end submission 2027
- 16 To discuss the Tree Survey undertaken in June 2026 and a consider the recommendations and any further actions
- 17 To discuss the current work scheme by North Yorkshire Council regarding drop kerbs in the village
- 18 To discuss the bollards placed within the village for protection of the land and if further works required
- 19 To consider and adopt rules for public session process
- 20 To approve delegated powers to Chairman and one other Councillor as back-up for payroll matters,
- 21 To consider and approve the National Joint Council agreement on the rates of pay for local council employees that are engaged on NJC terms and conditions from 1 April 2026. A percentage increase of 3.3%. Note that the new pay rate should be backdated to 1 April 2026 for all staff when processing the next payroll which will include leavers during this financial year.
- 22
 - a. To receive notification from North Yorkshire Councils Proper Officer regarding Councillor Vacancy

North Yorkshire Council's Proper Officer has received insufficient requests from eligible electors for an election to fill the casual vacancy. Your Council must, as soon as practicable, co-opt duly qualified persons to fill the vacancy (under Rule 5(5) of the Local Election (Parishes and Communities) Rules 2006). You should advertise the co-option and publishing a co-option notice would be good practice.
 - b. To be updated on co-option.
- 23 Councillors to report any data processing activity encountered in the past 2 months.
- 24 To be updated on the new website
- 25 To discuss and receive updates on the following
Hillside Cottage Covenant
River Went Bank
Cross Hills fence

- 26 To approve removal of former Councillor Hancock and former Clerk Brown from bank mandates.
- 27 To approve change of business address to the new Clerks
- 28 To approve updating of policies and procedures with removal of former Councillors and former Clerk
- 29 To undertake preliminary budget and precept discussions for 2027/28 for Parish Councils November meeting ahead of December submission date requested by North Yorkshire Council

30 Financial Matters

- 30.1 Councillor Croall to report to the meeting on the internal control check undertaken to ensure the finance report is correct and reconciles with the bank statements and invite the Chairman to counter sign the summary statement to the finance pack.
- 30.2 The Chairman and Vice Chairman to sign the contractual payments list as a record of payments made to date.
- 30.3 Councillors to note and approve budget, spend and pay for September and October:
 - Up to £9.50 for banking charges
 - Up to £30.00 for hire of community room
 - Up to £110 ROSPA for inspection of playground. NOTE quote does not include VAT.
 - Up to HP Ink £10(Contractual Payments list)
 - Up to £10 Mobile (phone contractual payment)
 - HMRC payment £181.70 [TAX and NI July & August]
 - Up to £200 for hanging baskets
 - Up to £700 grass cutting
 - Salary and associated costs
- 30.4 Credit note from North Yorkshire Council not yet arrived [17.08.2026] £91.28 for bollards reduction
- 30.5 Invoice issued to North Yorkshire Council not yet been paid [14.08.2026] £91.23 for urban grass cutting

In private - public bodies (transacted meeting act 1960) that the press and the public be excluded from the remainder of the meeting on the grounds that the publicity would be prejudicial to the confidential nature of the business to be transacted

- 31 To receive security incident report.