

# **FULL SUTTON & SKIRPENBECK PARISH COUNCIL**

Parish Office: 21 Halifax Close, Full Sutton, York. YO41 1NU

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Wednesday 20<sup>th</sup> July 2016

Dear Councillor

You are hereby summonsed to attend the next meeting of Full Sutton & Skirpenbeck Parish Council to be held in The Main Lecture Room of the Training Centre, HMP Full Sutton Institute at 7.00pm on Monday 25<sup>th</sup> July 2016.

Prior to the commencement of the Agenda, an open forum of 15 minutes (7.00pm – 7.15pm) will be held where members of the public and press can ask questions or make statements.

*C M Miles-Findlay* Clerk to the Council

## **AGENDA**

1. To receive apologies on behalf of absent members.
2. Code of Conduct
  - To receive Declarations of Interest from members of the Council on matters relating to the Agenda; and
  - To note the granting of any dispensations to members of the Council on matters relating to the Agenda.
3. To approve the minutes of the last meeting of the Council held on 20<sup>th</sup> June 2016.
4. To note the minutes of the Personnel Committee meeting held on 20<sup>th</sup> June 2016.
5. The Parish Council extends an open invitation to Ward Councillor Andy Burton.
6. Planning:
  - Notification - Permission for the retention of a garage to the front of 4 Holly Close, Full Sutton has been granted.
7. To receive an update regarding 'Party in the Parish' from Cllr S Westmoreland.
8. Finance. To authorise the payment of the following accounts.
  - 1&1 Internet Ltd – Parish Website July – Direct Debit - £23.99
  - 1&1 Internet Ltd – Parish Website August – Direct Debit - £23.99
  - SureVoIP – Parish Telephone July – Direct Debit - £6.00
  - SureVoIP – Parish Telephone August – Direct Debit - £6.00
  - C M Miles-Findlay – Total Wages (including back pay & overtime) July 2016 – BACS - £351.96
  - C M Miles-Findlay – Total Wages August 2016 – BACS £246.96
  - C M Miles-Findlay – Expenses Apr/May/June/July – BACS - £20.50
  - Trevor Lee – Play Area cutting – BACS - £135.00
  - ERYC – Skirpenbeck Play Area Lease – BACS - £246.00
  - To approve proposed expenditure for the Party in the Parish.
  - To review quarterly accounts to June 30<sup>th</sup> 2016.
9. Skirpenbeck Play Area.

**10. Highways and Footways.**

- To discuss the ongoing issue of speeding in Full Sutton
- To discuss the ongoing issue of dog fouling in Full Sutton.

**11. Questions from Councillors.**

**12.** To discuss the possibility of placing a Memorial in Full Sutton and/or Skirpenbeck.

**13.** To decide on the next steps for the Parish Plan.

**14.** To receive an update from Chairman Kite about the Neighbourhood Planning Lessons Learnt event held on the 19<sup>th</sup> of July.

**15. Administration Matters.**

- To note the list of correspondence received.
- HMP Full Sutton
- To discuss an entry for the next issue of the Parish Pump
- To approve the Risk Assessment for 2016/2017.
- Personnel Matters.

**16.** To affirm the date of the next PC meeting as being Monday 19<sup>th</sup> September and to receive any items from members for inclusion on the Agenda for that meeting.