

# **FULL SUTTON & SKIRPENBECK PARISH COUNCIL**

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

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Wednesday 14<sup>th</sup> February 2018

Dear Councillor

You are hereby summonsed to attend a meeting of Full Sutton & Skirpenbeck Parish Council to be held in the Training Centre, HMP Full Sutton Institute at 7.00pm on Monday 19<sup>th</sup> February 2018.

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 Miles-Findlay* Clerk to the Council

## **AGENDA**

1. To receive apologies on behalf of absent members.
2. Code of Conduct
  - a. To receive Declarations of Interest from members of the Council on matters relating to the Agenda; and
  - b. 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 meeting of the Council held on the 15<sup>th</sup> January 2018.
4. The Parish Council extends an open invitation to Ward Councillor Andy Burton.
5. To discuss the Councillor Vacancies and decide on co-option (if any applications are received).
6. Clerk Update.
7. Planning:
  - a. Notification of withdrawn application 17/04015/PLF
8. Finance. To authorise the payment of the following accounts.
  - a. 1&1 Internet Ltd – Parish Website January – Direct Debit - £15.59
  - b. SureVoIP – Parish Telephone January – Direct Debit - £6.00
  - c. Wages February
  - d. ERNLLCA Councillors Financial Responsibilities training session – To be invoiced
  - e. J Findlay – Payment for cleaning the telephone box in Full Sutton - £100.
  - f. Bank Statement.
  - g. To review and agree the Asset Register.
  - h. To discuss and appoint an Internal Auditor for 2017/2018.
9. Skirpenbeck Play Area.
10. Highways and Footways.
  - a. Speeding
  - b. Taskforce
11. Transport Assessment.
12. Questions from Councillors.
13. Administration Matters.
  - a. To note the list of correspondence received (attached).
  - b. HMP Full Sutton. To receive a report on the liaison meeting.
  - c. To discuss an entry for the next issue of the Parish Pump.
  - d. Personnel Matters.
14. To confirm the date of the next PC meeting as Monday 19<sup>th</sup> March 2018 and to receive any items from members for inclusion on the Agenda for that meeting.