

Wheldrake Parish Council

Proper Officer: Cllr Aidan Nelson
aidan.nelson@wheldrake-pc.gov.uk
07710 306784

**Official notice of the Annual Parish Meeting to be held on
Wednesday May 29th, 2024, at 7.00pm**

Venue - Church Cottage, Main Street, Wheldrake

Dear Councillors,

You are hereby invited to attend the Annual Parish Meeting to be held on May 29th, 2024, at 7.00pm. The venue for the meeting is Church Cottage, Main Street.

Aidan Nelson
Proper Officer
Wheldrake Parish Council

Issued: May 23rd, 2024

AGENDA:

1. **Welcome**
2. **Annual report of the Chair of the Parish Council, Cllr Graeme Urwin**
3. **Residents' questions concerning the Annual Report of the Chair of the Parish Council**
Please, questions not statements. Responses to questions will be given orally at this meeting, although the Parish Council reserves the right to respond in writing if the necessary information is unavailable while this meeting is in session.
4. **Open Forum**
5. **Meeting closed:**
To record the time at which the meeting closed:

Wheldrake Parish Council

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Official notice of the Annual Meeting of the Parish Council to be held on Wednesday May 29th, 2024, after the Annual Parish Meeting at 7.00pm

Venue - Church Cottage, Main Street, Wheldrake

Dear Councillors,

You are hereby summoned to attend The Annual Meeting of the Parish Council to be held on March 27th, 2024, immediately following the Annual Parish Meeting which begins at 7.00pm. The venue for the meeting is Church Cottage, Main Street.

Should you be unable to attend this meeting, please let me know in advance of the meeting. Please include an explanation for your absence.

Aidan Nelson
Proper Officer
Wheldrake Parish Council

Issued: May 23rd, 2024

AGENDA:

1. **Welcome**
2. **To receive apologies, consider the reasons for absence and record attendance:**
3. **To receive declarations of interests of members present**
4. **Elections:**
 - 4.1. **Chairman of the Parish Council**
 - 4.2. **Vice-Chair of the Parish Council**
5. **Appointments:**
 - 5.1. **Sub-committees:**
(Playpark, village maintenance, staffing, defibrillators)
 - 5.2. **Reappointment of Proper Officer:**
(Cllr Nelson's present mandate covering the continued absence of the Clerk expires on May 29th, 2024)
6. **Meeting closed:**
To record the time at which the meeting closed:

Wheldrake Parish Council

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Official notice of the Ordinary Parish Council Meeting to be held on Wednesday May 29th, 2024, following the Annual Parish Meeting and Annual Meeting of the Parish Council which began at 7.00pm

Venue - Church Cottage, Main Street, Wheldrake

Dear Councillors,

You are hereby summoned to attend the Ordinary Parish Council Meeting be held on May 29th, 2024, immediately following the Annual Parish Meeting and Annual Meeting of the Parish Council which will begin at 7.00pm. The venue for the meeting is Church Cottage, Main Street.

Aidan Nelson
Proper Officer
Wheldrake Parish Council

Issued: May 23rd, 2024

AGENDA:

- 7. Welcome:**
- 8. To receive apologies, consider the reasons for absence and record attendance:**
- 9. To receive Declarations of Interests from members present:**
- 10. Minutes:**
To review the draft minutes of the Extraordinary Meeting held on May 20th, 2024, to consider any amendments, amend and resolve that they are a true record and authorise the Chair to sign them as such.
- 11. Public participation - members of the public are invited to speak and raise questions for the council for three minutes:**
Note: The Proper Officer will make notes of comments and questions. No discussion of comments or answers to questions will be given at this meeting.
- 12. To receive reports from:**
 - 12.1. Outgoing Chair, Cllr Urwin**
 - 12.2. Proper Officer, Cllr Nelson**
To include planning applications/decisions and correspondence received. This report will be issued on May 27th, 2024
 - 12.3. Ward Councillor, Cllr Vassie**
 - 12.4. Community Police Officer**

13. **Council vacancy:**
To review progress made on filling the sole vacancy by co-option and resolve as necessary.
14. **To receive Council sub-group reports and resolve accordingly:**
 - 14.1. **Playpark**
 - 14.2. **Village maintenance:**
 - 14.3. **Defibrillators:**
 - 14.4. **Staffing:**
Please see item 21.
15. **Finance:**
 - 15.1. **Payments to be considered for approval:**
To resolve and authorise payments to be made.
 - 15.2. **Clerk's expenses to be considered for approval:**
None advised
 - 15.3. **Clerk's salary at the previously agreed rate to be considered for approval:**
 - 15.4. **Proper Officer's expenses to be considered for approval:**
Post Office Ltd - £10.80 for postage
 - 15.5. **Bank balance to be considered and noted:**
 - 15.6. **Switch to digital banking:**
To receive an update and note progress made.
 - 15.7. **AGAR:**
To receive an update from the RFO and resolve accordingly
16. **Speeding and traffic calming** (including Community Speed Watch):
To discuss progress and resolve accordingly
17. **Discarded hedge clippings in the snicket next to Chapel Close:**
To discuss progress and resolve accordingly.
18. **Damage to verges opposite Somerset House due to works traffic:**
To discuss progress and resolve accordingly
19. **Items for inclusion on forward agendas:**
To receive proposals for and prioritise items for discussion.
20. **To consider excluding the press & public - Public Bodies (Admission to Meetings) Act 1960**
(as the business is prejudicial to public interest by reason of the confidential nature of the business to be transacted)
21. **Staffing committee:**
To receive an oral report from the Chairman, consider actions and resolve accordingly
22. **Next meeting:**
June 26th, 2024, at 7.00pm. The venue will be Church Cottage, Manin Street, Wheldrake
23. **Meeting closed:**
To record the time at which the meeting closed: