



You are hereby summoned to the Annual Meeting of Catcliffe Parish Council to be held on

Wednesday 11th May 2022

**at the
Catcliffe Memorial Hall Meeting Room, Old School Lane, Catcliffe S60 5SP
At 6.30pm**

Signed: Josie Huddleston - Clerk

A handwritten signature in black ink, appearing to be "JH", written below the printed name.

Dated: May 3rd 2022

AGENDA

Please note that there is a 10 minutes maximum time period to discuss each item.

1. Election of Chairman.
2. Election of Vice Chairman.
3. Signing of acceptance of office forms by Chairman and Vice Chairman.
4. To note apologies and approve reasons for absence.
5. To receive declarations of Interest.
6. Fifteen-minute public discussion period.
7. To approve the minutes of the Parish Council meeting held on 13th April 2022.
8. To note matters arising from the minutes, not on the agenda.
9. To review members on committees
10. To review Financial Risk Assessment and appoint a Cllr to carry out internal checks
11. To receive Borough Councillors report.
12. To discuss matters relating to the Parish and assign ownership.
 1. Pollution levels
13. To discuss open matters relating to the Parish and approve any necessary action:

- i. Queen's Jubilee Celebrations
- ii. Fairground
- iii. Christmas lights
- iv. Removal of play equipment
- v. Youth Club

14. To discuss updates from any meetings attended by Council members.

15. To receive updates: Parish Council website.

16. To discuss Parish Council vacancies and approve any action to be taken.

17. To discuss highways maintenance requirements and issues and approve any action to be taken:

18. To discuss matters relating to recreational grounds and play areas and approve any action to be taken.

19. To discuss matters relating to the Memorial Hall and approve any action to be taken

20. Planning:

- To review and discuss new applications.
- To review planning determinations.
- To discuss other planning matters.
 - a. RB2022/0648 – Land off Highfield Spring and Poplar Way, Catcliffe – amended plans

21. To note all correspondence received and consider any necessary action.

22. Finance:

- To approve the monthly budget monitoring and bank statements.
- To approve accounts for payment.
- To receive an update on the internal audit and year end accounts

23. To approve items for next agenda

24. To approve the date of the next meeting.