



## **BARDSEY CUM RIGTON PARISH COUNCIL**

### **Minutes of the Meeting of Bardsey Cum Rigton Parish Council held on Wednesday 24<sup>th</sup> April 2024 at 8.00 pm in the Village Hall.**

**Commenced: 8.30 pm**

**Concluded: 9.30 pm**

Present: Cllrs Stentiford (Chair), Bosomworth, Denby, Flockton, Hoyland, Jackson, Osborne, Tatman, Ward.

Clerk: V. Forbes

#### **2324/154 Introduction from the Chairman**

Cllr Stentiford opened the meeting.

#### **2324/155 Public Participation**

A public session will commence for 10 minutes to receive comments from members of the public who attend.

There were no members of the public present.

#### **2324/156 To receive any apologies and approve reasons for absence**

No apologies, all councillors were present.

#### **2324/157 Declaration of Interests**

- a) To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interests
- b) To receive, consider and decide upon any applications for dispensation

No declarations of interest were received.

#### **2324/158 To confirm the minutes of the full council meeting held on 20<sup>th</sup> March 2024 as a true and accurate record.**

The minutes were confirmed and signed by the Chair.

#### **2324/159 Financial matters**

- a) To receive and note bank account balances at 19<sup>th</sup> April 2024
  - Community Account: £84,839.98
  - Business Premium ME 1: £18,212.92
  - Business Premium ME 2: Closed

**The balances were confirmed and the bank statements signed by Cllr Denby.**
- b) To approve the schedule of payments for April 2024 (Appendix 1) **Approved. It was also agreed to purchase some child pads for the defibrillators.**
- c) To approve the bank reconciliation and budget comparison up to 15<sup>th</sup> April 2024 (Appendix 2) **Approved.**

- d) To approve the end of fiscal year 23/24 bank reconciliation (Appendix 3) **Approved.**
- e) To receive an update on the review of the annual rent for the Sports Club and Bowling Club as per their lease agreement. (DD). **Cllr Denby to draft letters to the Village Hall Management Committee and the Bowling Club.**

**2324/160 To receive an update on the following standing agenda items and agree any necessary action:**

- a) Park Field (MW)  
Nothing to Report.
- b) Playground (MW)  
The playground inspection report has been received. The report recommended changing the worn bushes on the Cantilever Swing. Cllr Osborne agreed to ask Playsound Services Ltd to look at this when they install the Pavilion in May.
- c) Sports Club (MB) - Including an update on BPC bins.  
The Beer Festival was a success, thanks to Cllr Ward for his help and also to two members of the running club. The Gala will take place on 26<sup>th</sup> May and a Charity Cricket match on 4<sup>th</sup> July 2024. It is important that these are seen as Village Events for everyone. The bins issue is ongoing. The dog waste bin complicates matters.
- d) Bardsey Field (JJ)  
A quote for a baseline Biodiversity Audit for Bardsey will be obtained from Emma Wren. Biodiversity Policy to be circulated to Councillors for their approval.
- e) Local Care Partnership Development (MB)  
Nothing to report.
- f) Bardsey cum Rigton Neighbourhood Plan (ES,DD,LF,MB)  
Nothing to report.

**2324/161 Planning matters**

- a) To consider and decide upon the following applications:

Application Ref	Address	Proposal
24/01679/FU/NE (Revised plans received 16/04/2024)	Holm Lea, Woodacre Crescent	Erection of a part two storey part single storey front and side extension, a first floor side extension, side and rear extensions at first floor level including a Juliet balcony and associated roof alterations including removal of side and rear dormers, insertion of front and rear rooflights, conversion of part of garage to habitable rooms, fenestration alterations to front and rear elevations, alterations to rear retaining wall ,and extension to rear patio area. <b>Neutral.</b>
24/01986/FU/NE	Wood View House 3 Keswick Court	Single storey rear extension with canopy; new raised patio to rear; new window to replace door to side at ground floor. <b>Neutral.</b>

- b) To note decisions made by LCC:
  - i. Approvals  
24/01096 11 The Drive  
23/05761 Oakwood, Margaret Avenue
  - ii. Refusals
  - iii. Appeals

- 23/04550 Land off Woodacre Lane
- iv. Enforcements
- 23/05371 The Old Vicarage, The Ginnet

**2324/162 To receive an update from Parish Councillors**

It was agreed to move the bench bordering the meeting place site. Cllr Osborne to obtain quote from GGS Groundcare.

**2324/163 To notify the clerk of matters for inclusion on the agenda of the next meeting**

**2324/164 To confirm the date of the Annual Council Meeting on 15th May 2024 at 7.00 pm in Bardsey Village Hall.**

The date and time of the Annual Council Meeting was confirmed as 15<sup>th</sup> May 2024 at 7.00 pm in Bardsey Village Hall.



## BARDSEY CUM RIGTON PARISH COUNCIL

### Appendix 1

### Schedule of Payments

April 2024

Below is a list of payments to be approved:

Payee	Details	Amount
E. Stentiford	Defibrillator Pads	64.80
Biffa Waste Collection	Monthly charge (DD)	77.15
BT	Wi-fi	64.12
Playsound Services Ltd	35% Deposit for 5m x 3m Pavilion Shelter	3021.90
I.P.I.	Playground Inspection	120.00
Bradford Community	Payroll Fees	43.20
YLCA	Membership Fees	634.00
Zurich Insurance	Annual Fee	1496.75
V Forbes	Salary	TBC
HMRC	Tax and NI	TBC
NEST	Pension (DD)	TBC

## Appendix 2

### Financial Report

#### Bank Reconciliation

Prepared by: Victoria Forbes, Responsible Finance Officer

Date prepared: 19<sup>th</sup> April 2024

Balance as per bank statements at 19<sup>th</sup> April 2024

BANK STATEMENTS		
Community Account as at 19th April 2024	£84,839.98	
Business Premium Account 10750816 as at 19th April 2024	£18,212.92	
Total		£103,052.90
Less unrepresented payments from 2021/2022	£10.00	
Closing balance as at 15 <sup>th</sup> March 2024		<b>£103,042.90</b>
CASH BOOK		
Opening balance as at 1st April 2024	£62,830.82	
Add receipts (Precept £42,400, Grants £753.00, Rent £300)	£43,453.00	
		£106,283.82
Payments to date	£3240.92	
Cash book closing balance as at 15 <sup>th</sup> March 2024		<b>£103,042.90</b>

#### Financial Update

The table below shows the Parish Councils expenditure to 19<sup>th</sup> April 2024 against the budget.

Budget Heading	2024-2025 Budget	2024 -2025 Current expenditure
Clerk Salary	12,500	941.79
Clerks'/Cllrs' Expenses.	200	
Gen. Admin.	300	
Audit	550	
Subscriptions/Membership	900	
Playground	2000	
Park Field	2000	457.50
Grants	5000	
Asset Maintenance	1000	
Waste Collection	1600	64.29
IT	1000	
Flower tubs	220	
Insurance	1550	
Grass Cutting	1300	
Grounds Maintenance	5400	1350
Remedial work in village	2000	

Public Rights of Way project	3000	
WI FI	600	
Village Meeting Place	5000	
Chair's Allowance	100	
Training	250	
Earmarked Reserves	13,500	
General Reserves	30,000	
<b>Total</b>		<b>£2,857.73</b>

Please note: The difference to the expenditure amount on the bank reconciliation is due to the VAT

### Appendix 3

#### Bank Reconciliation – End of Year

Prepared by: Victoria Forbes, Responsible Finance Officer

Date prepared: 15<sup>th</sup> April 2024

Balance as per bank statement at 31<sup>st</sup> March 2024

BANK STATEMENTS		
Community Account as at 31 <sup>st</sup> March 2024	£44,627.90	
Business Premium Account 30094013 as at 31 <sup>st</sup> March 2024	£0.0	
Business Premium Account 10750816 as at 31 <sup>st</sup> March 2024	£18,212.92	
Total		£62,840.82
Unpresented payments from 2021/2022	£10.00	
Closing balance as at 31 <sup>st</sup> March 2024		<b>£62,830.82</b>
CASH BOOK		
Opening balance as at 1st April 2023	£50,910.60	
Add receipts (Precept £40,729, Sign refund £250.00, LCC MICE Grant £1,500, LCC Skip £284.40, Interest £216.66, Rent £1065.00 VAT £1320.78)	£45,365.84	
		£96,276.44
Payments to date	£33,445.62	
Cash book closing balance as at 31 <sup>st</sup> March 2024		<b>£62,830.82</b>