

BRADLEYS BOTH PARISH COUNCIL

**You are summoned to attend
The Annual Meeting of**

Bradleys Both Parish Council

**To be held at 7.30pm on Tuesday 21st May 2024
in Bradley Methodist Chapel schoolroom.**

AGENDA

- 01.24 Election of Chair for 2024/25**
- 02.24 Election of Vice Chair for 2024/25**
- 03.24 Apologies**
To note any apologies and approve the reasons for absence.
- 04.24 Recording of Council meetings**
The right to record, film and to broadcast meetings of the Parish Council is established under the Openness of Local Government Regulations 2014. Those who attend a public meeting should expect to be recorded. Any request from a member of the public not to be recorded can be conveyed to the Clerk and the request will be respected by those making a recording.
- 05.24 To record any disclosures of interest on the agenda.**
To receive disclosures of personal and prejudicial interests from members on matters to be considered at the meeting.
- 06.24 To approve the Minutes of the Parish Council meeting held on Tuesday 16th April 2024**
- 07.24 Public Participation.**
At this point any members of the public who have joined the meeting can bring forward issues.
- 08.24 Reports from County Councillor**
- 09.24 To consider any planning applications received.**
09.24.01 New Planning Applications -
ZA24/25735/FUL - Construction of new detached garage, enlargement of approved curtilage to east of barn conversion and deletion of previously approved garage to west of barn conversion - Low Barn High Bradley Keighley BD20 9EX
ZA24/25926/HH - Single storey rear extension - Devonshire House College Road Low Bradley Keighley BD20 9DT
ZA24/25985/HH - Replacement of 2 Velux roof windows - 2 Lidget Croft, Low Bradley

14th May 2024

Signed *Margaret Smith*
Clerk to Bradleys Both Parish Council
Email: bradleysbothparishcouncil@gmail.com
Website: bradleyvillage.org

09.24.02 Applications granted – None

09.24.03 Applications Refused - None

09.24.04 To receive an update on the Skipton Road development.

10.24 Financial Report.

To approve Financial Report and payment schedule for May 2024

Current Account at 13.05.2024 £25,236.63

Deposit Account at 13.05.2024 £13,913.86

SafeMove (drain map)	22/04/2024	30.00	IB13	38
F. Plumridge (grass cutting)	29/04/2024	550.00	IB14	22/23
Boundless Broadband	01/05/2024	29.99	DD	27
HP Instant ink acc 31/3-30/4	02/05/2024	11.99	IB15	21
Adobe Editing Suite	19/04/2024	19.97	IB15	21
Scott McLuckie (repairs to Pavilion)	24/04/2024	3014.00	IB16	28
Glyn Broomhead (Internal Audit)	22/04/2024	100.00	IB17	33
Payroll Mth 2	25/05/2024	701.28	IB18	20
HMRC (6 May - 5 June)	25/05/2024	178.80	IB19	39
Autela Payroll Services Q4	08/04/2024	73.73	IB20	40
Business Stream	10/05/2024	20.00	DD	29
	Total	£4179.36		

11.24 To note the Annual Internal Audit Report.

12.24 To approve the Bank Reconciliation Statement for 2024/25

13.24 To approve the Annual Governance Statement (Section 1) for 2024/25

14.24 To approve the Annual Accounting Statement (Section 2) for 2024/25

15.24 To approve the publication of documents required by Account & Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for smaller Local Councils.

16.24 To review and approve Standing Orders and Financial Regulations (previously circulated)

17.24 To review and approve the use of Bank Transfer and Direct Debit payments.

18.24 To approve two Councillors to conduct the Internal Audit for this year.

19.24 To receive an update with regard to the COIF Charity account.

Pavilion and playing field items.

20.24 To approve the hire agreement for the playing field users.

21.24 To receive a report from the Playing field sub-committee.

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- 22.24 To receive a report on the conclusion of the repairs to the changing room and toilet doors and to consider the quote for a new shower to replace the broken one.

Village & Cemetery items

- 23.24 To receive an update on the NDP Review.
24.24 To receive a report from Bradley In Bloom.
25.24 To consider cemetery maintenance.
26.24 To approve supporting the Bradley In Bloom group to bring the Biodiversity Policy into action.
- 27.24 To consider a gov.uk email address for all Council correspondence.
- 28.24 Correspondence and items brought forward by the Chair.
- 29.24 Date of next meeting
Tuesday 18th June 2024

14th May 2024

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