

Walton Parish Council

The Annual Meeting of Walton Parish Council will be held on Thursday 1st May 2025 at 7.30pm at Walton Village Hall, School Lane, Walton, LS23 7DW

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND ALL MEETINGS OF THE PARISH COUNCIL.
Prior to the first item there will be a public session for parishioners to address the Council. If possible, please contact the Clerk before the meeting if you wish to make a representation.

AGENDA

25.001	To elect a Chairman of the Council for the 2025-26 municipal year and to receive the Chair's signature on the Declaration of Acceptance of Office or, if they are not present, to resolve to receive the Declaration at the next ordinary meeting of the Parish Council.		
25.002	To elect a Vice-Chairman of the Council for the 2025-26 municipal year		
25.003	To consider candidates for co-option to the Parish Council		
25.004	Apologies		
i.	To receive apologies for absence		
ii.	To approve any reasons for absence submitted for consideration		
25.005	To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-17 of the Members' Code of Conduct. Also to declare any other significant interests which the Member wishes to declare in the public interest in accordance with paragraphs 18-20 of the Members' Code of Conduct.		
25.006	Public Open Forum		
25.007	Ward Councillor Update		
25.008	To accept the minutes of the Meeting of the Parish Council held on 3 March 2025 as a true and accurate record.		
25.009	Police Matters: to consider the most recent crime report		
25.010	Annual Accounts		
i	To approve Bank Reconciliation Statement as at 31 March 2025		
ii.	To consider the Internal Auditor's Report 2024-25		
iii.	To approve S1 AGAR 2024/25 Annual Governance Statement		
iv.	To approve S2 AGAR 2024/25 Accounting Statements		
v.	To approve the AGAR Certificate of Exemption from a limited assurance review (external audit) under S9 of the Local Audit (Smaller Authority) Regs 2015 (the higher of gross income & expenditure for Walton PC was less than £25,000 for the year ending 31.03.2025).		
vi.	To confirm the period of the Exercise of Public Rights to inspect the unaudited accounts for year ended 31 March 2025.		
vii.	To note that the Parish Council has reviewed the effectiveness of its system of internal financial control during the financial year 2024-25.		
viii.	To approve the asset list as at 31 March 2025		
ix.	To note the 2023-24 VAT Claim amount of £686.80		
25.011	Finance		
i	To approve Bank Reconciliation Statement as at 30 April 2025		
ii.	To note payments against budget for the current financial year		
iii.	To consider the following payments for approval:		
	Deborah Marshall	Clerk Salary May and June	£398.22
	Kompan	Quarterly Playground Inspection	£72.00
	Time Assured Limited	St Peter's Clock Annual Service	£192.00
	YLCA	Annual Membership	£147.00
	AJ Gallagher	Annual Insurance Premium	£538.37
	Class Office Equipment	Document shredding	£9.00

	Andrew Bosmans	Internal Audit Fee	£65.00
iv.	To note payments made since the last meeting		
	Deborah Marshall	Clerk Salary April	£199.11
	HMRC	PAYE & NI Q1	£164.60
	Lloyd’s Bank	Bank Charges	£4.25
v.	To note receipts since the last meeting		
	Leeds City Council	Annual Precept & LCTS Grant	£7,822.00
	HMRC	2024-25 VAT Refund	£686.80
	Hartlaw LLP	Cycle Path Sponsorship	£327.50
	Wharfedale Property Management	Cycle Path Sponsorship	£297.50
25.012	Planning		
I	To consider any planning applications received		
	25/01941/FU	Walnut Farm, Main Street	
	Demolition of the existing outbuildings, extension to the existing cottage, and the erection of four detached dwellings with new landscaping.		
	25/01661/FU	Fox And Hounds, Hall Park Road	
	Conversion of existing barn to 1no holiday let, construction of 2no holiday lets with undercroft parking and addition of oak framed entrance porch to rear of existing public house		
	25/01867/FU	2 Springs Lane, Walton	
	Demolition of single storey rear; erection of single storey rear extension		
ii	To receive an update on any open planning applications		
iii	To receive an update on drainage issues on Hall Park Road		
25.013	To review and appoint members to Parish Council roles & responsibilities		
25.014	To review the governance documents		
i.	Standing Orders		
ii.	Financial Regulations		
iii.	Code of Conduct		
25.015	Highways		
i.	To receive any updates on highways improvements		
25.016	Cycle Path		
i.	To receive an update on the mounting of cycle path sponsorship signs		
25.017	Village Hall		
i.	Weddings – to consider frequency of use and the closure of the playground to the public		
ii.	To receive an update on the Village Hall		
25.018	Correspondence and future issues		
i.	Matters arising from the minutes of the 3 March 2025 meeting		
ii.	To consider correspondence received by the Clerk since the last meeting		
iii.	To receive minor items (matters about which no decision can be taken at this meeting) and to notify the Clerk of items for inclusion on the agenda of the next meeting.		
25.019	To confirm the date of the next meeting		

Deborah Marshall
Clerk & RFO
25.04.2025