

# Washburn Parish Council

Clerk: Dr Jason Knowles PSLCC  
Postal Address: 11 Wrenbeck Drive, Otley, LS21 2BP  
E-mail: [washburnpc@gmail.com](mailto:washburnpc@gmail.com)

## To All Members of the Parish Council

Notice is given that a meeting of the Council will be held via video conference on Zoom  
**at 7.30pm on  
Monday 6<sup>th</sup> July 2020**



**Dr Jason Knowles  
Parish Clerk  
30<sup>th</sup> June 2020**

## PUBLIC PARTICIPATION

**Notice is given that at the start of this meeting 15 minutes will be set aside for members of the public to address the committee on matters relevant to the meeting within the following rules:**

- (a) Members of the public wishing to speak are to have given prior notice to the Parish Clerk**
- (b) Any member of the public invited to speak will be permitted to speak for no more than 5 minutes**
- (c) In the event of more than 3 members of the public wishing to address the committee then priority will be determined by subject matter**

Cllr. Graham Hebblethwaite – Chair  
Cllr. Jacqueline Davison – Vice Chair  
Cllrs. Martyn Ainsley, Howard Barker, Andrew Campbell, Ann Johnson, Christine Ryder, Stephen Ryder,  
Fiona Walkinshaw, Kevin Wilson

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## AGENDA

1. **Apologies:** Members will be asked to resolve to accept tendered apologies
2. **Declarations of Interest:** Members will be asked to disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-18 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 19-20 of the Members' Code of Conduct
3. **Minutes for approval:** Members are asked to approve for accuracy only the Minutes of the meeting of: 11<sup>th</sup> May 2020
4. **General Matters arising from the Minutes:** Members to discuss matters arising from the minutes of the meeting
5. **Reservoirs:** Members to be informed by the Chair of discussions with Yorkshire Water, North Yorkshire County Council and the Police on issues around the reservoirs
6. **Speeding on B6451:** Members to discuss concerns over speeding on the B6451
7. **Police Matters:** Members to raise any police issues with the PCSO
8. **County and Borough Matters:** Members to receive an update on county and borough matters
9. **Annual Governance Statement:** Members will be asked to approve the Annual Governance Statement
10. **Annual Accounting Statement:** Members will be asked to approve the Accounting Statement for 2019/20
11. **Standing Orders:** Members will be asked to adopt the Standing Orders

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- 12. Risk Assessment and Asset Register:** Members will be asked to approve the Risk Assessment and Asset Register
- 13. Code of Conduct:** Members will be asked to approve the Code of Conduct
- 14. Plans considered since last meeting:** Members are asked to note the attached comments
- 15. Planning Application Decisions:** Members are asked to note the attached decisions
- 16. Correspondence received:** Members to be informed of correspondence to the Council since the previous meeting
- 17. Highways Issues:** Members to report on any Parish highways issues
- 18. Maintenance:** Members to receive an update on maintenance issues
- 19. Auditors Report:** Members will be advised of the outcome of the internal audit
- 20. Working from Home Allowance:** Members to consider the guidance on increases to the working from home allowance
- 21. Finance:** Members will be asked to approve details of accounts paid
- 22. Next Meeting:** Members to be informed of the date, time and venue of next meeting of Council

Cllr. Graham Hebblethwaite – Chair  
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