

# **Whitley Parish Council**

## **Agenda for the Meeting to be held on 17/06/2025** **At Whitley and Eggborough Children's Primary School –** **Main School Hall**

### **1.0 The Chairman to welcome all present**

### **2.0 Open Public Forum (OPF) - Maximum **total** time for the session 15 minutes. Each speaker should respect that there may be others who wish to speak and therefore be concise with their comments to ensure everyone's issues can be addressed in the time allotted.**

- That the Chairman of the council will control the public session and that his decisions upon proceedings at this part of the meeting are final. The Chairman will seek to identify who wishes to speak by a show of hands when opening the OPF.
- That good manners and respect are expected during the session.
- Questions raised by members of the public during this session cannot be formally addressed by Councillors nor can any decisions be made.
- Comments made in this session will be noted and will not form part of the official Minutes.
- Any detailed questions that members of the public wish to be discussed at a meeting should be in writing either emailed to the Clerk at: [clerk4whitleypc@gmail.com](mailto:clerk4whitleypc@gmail.com) or posted to: The Clerk, 4, Grove Park, Calder Grove, Wakefield, West Yorkshire, WF4 3BZ **at least 3 days** before the meeting date. The decision as to what items appear on the agenda is that of the Clerk in consultation with the Councillors

### **2.1 Close Public Forum and Open Parish Council meeting.**

### **3.0 Record Councillors in attendance.**

### **4.0 Apologies for absence.**

### **5.0 Disclosure of interest:**

### **6.0 Minutes of the meetings on 20<sup>th</sup> May 2025.**

- 6.1** Minutes of the Council Parish Meetings to be agreed as a true record and approved for signature by the Chairman following the meeting.

### **7.0 To receive information on the following ongoing issues and decide further action where necessary.**

- 7.1 Council Vacancy:** consider the opportunity to co-opt a new parish councillor to fill current vacancy.

- 7.2 Oak Tree at Lee View Park:** Feedback from Cllr White and Cllr Barber following their meeting with Lee View residents.

- 7.3 Fly-tipping in Whitley:** Update on approaches made to private owner of land subjected to fly-tipping.

- 7.4 Parish Council Digital Security:** Review of measures to ensure safety, security and continuity of access to Parish Council data.

- 7.5 Parish Council Records:** Review of protocols for retention of Parish Council records and documentation.

**8.0 Correspondence received:** (Items received and not circulated to Councillors prior to the meeting – Chairman to request details for the Clerk)

**8.1 Emails and correspondence:** Clerk to circulate to Councillor as per circulation list.

**8.2 Social Media:** summary of communication on social media platforms Facebook, Whitley Community etc.

**9.0 Planning Matters:** To receive information concerning new applications and update on decisions from Selby District Council Planning

**9.1 Applications received, and Decisions made:** Update on further planning applications and decisions.

## 10.0 Council Finance & Administration

### 10.1 RFO Report as at 17/06/2025:

Bank/Account	Income since 1 <sup>st</sup> April 2025	Expenditure since 1 <sup>st</sup> April 2025		Current Balance	Notes/Comment
Santander Deposit	13.21			15,566.76	Interest paid monthly
Santander Current Account	6,500.00	3,988.45		8,505.31	No interest
<b>Total Bank Balances</b>				<b>24,072.07</b>	
<b>Less following funds:</b>					
Allocated Funds		Surplus from Crossing Drainage Daffodil Field Notice Board for Templar Close		1,798.71 8,000.00 518.74	
Total Allocated funds				10,317.45	
Parish Council Bank Funds		-Future Development and facility provision –Buildings, ROS & Nature Reserve -Public Liability Insurance -Clerk Remuneration -Donations -Management costs -Repairs -Unexpected/unforeseeable expenditure.		13,754.62	
VAT due for reclaim				4,059.35	
<b>Total Unallocated Parish Funds</b>				<b>17,813.97</b>	

### 10.2 Accounts Payable:

Cheque No.	Payable to:	Amount: £
	G H Fillingham Contractors Ltd	583.20
	J R Hunter – Clerks Salary quarter to June 2025 month 3 2025/26	494.30
	HMRC – PAYE quarter to June 2025 month 3 2025/26	123.60
	Clear Insurance -	898.95

### 10.3 Accounts Payable retrospectively:

Cheque No.	Payable to:	Amount: £

**10.3.1 AGAR report for 2024/25:** Examination and approval of Annual Governance and Accountability Reports (AGAR) for 2024/25

**11.0 Recreational Open Space in Whitley:**

**11.1 Parks and Verges:**

**11.1.1 Parks & Playground Maintenance:** review of park and playground maintenance and improvements.

**11.1.2 Nature Reserve:** Management of the nature reserve and future plans for development and maintenance of the area.

**11.1.3 Community Payback Team:** Update on the activities of the community payback team.

**11.1.4 Verges cutting** status of grass cutting to date: Management of moles in Daffodil Park.

**11.2 Other issues or matters to report:** Any concerns or maintenance issues that may need addressing in the future.

**12.0 A19 Safety:**

**12.1** Update on vehicle speeding in the village and road safety issues.

**13.0 A.O.B**

**13.1** Minor items, items for future agenda or delegated to clerk – time limit will apply.

**14.0 Confirm the date, time and place of next meeting:**

**14.1 Next Parish Council Meeting:** Tuesday 15<sup>th</sup> July 2025 at 7.00 pm.

**15.0 Closure of meeting:**

**15.1 Chairman to close meeting.**

John Hunter,  
Whitley Parish Clerk/RFO  
11/06/2025

# **Whitley Parish Council**

## **Agenda for the Meeting to be held on 17/06/2025** **At Whitley and Eggborough Children's Primary School –** **Main School Hall**

### **1.0 The Chairman to welcome all present**

### **2.0 Open Public Forum (OPF) - Maximum **total** time for the session 15 minutes. Each speaker should respect that there may be others who wish to speak and therefore be concise with their comments to ensure everyone's issues can be addressed in the time allotted.**

- That the Chairman of the council will control the public session and that his decisions upon proceedings at this part of the meeting are final. The Chairman will seek to identify who wishes to speak by a show of hands when opening the OPF.
- That good manners and respect are expected during the session.
- Questions raised by members of the public during this session cannot be formally addressed by Councillors nor can any decisions be made.
- Comments made in this session will be noted and will not form part of the official Minutes.
- Any detailed questions that members of the public wish to be discussed at a meeting should be in writing either emailed to the Clerk at: [clerk4whitleypc@gmail.com](mailto:clerk4whitleypc@gmail.com) or posted to: The Clerk, 4, Grove Park, Calder Grove, Wakefield, West Yorkshire, WF4 3BZ **at least 3 days** before the meeting date. The decision as to what items appear on the agenda is that of the Clerk in consultation with the Councillors

### **2.1 Close Public Forum and Open Parish Council meeting.**

### **3.0 Record Councillors in attendance.**

### **4.0 Apologies for absence.**

### **5.0 Disclosure of interest:**

### **6.0 Minutes of the meetings on 20<sup>th</sup> May 2025.**

- 6.1** Minutes of the Council Parish Meetings to be agreed as a true record and approved for signature by the Chairman following the meeting.

### **7.0 To receive information on the following ongoing issues and decide further action where necessary.**

- 7.1 Council Vacancy:** consider the opportunity to co-opt a new parish councillor to fill current vacancy.

- 7.2 Oak Tree at Lee View Park:** Feedback from Cllr White and Cllr Barber following their meeting with Lee View residents.

- 7.3 Fly-tipping in Whitley:** Update on approaches made to private owner of land subjected to fly-tipping.

- 7.4 Parish Council Digital Security:** Review of measures to ensure safety, security and continuity of access to Parish Council data.

- 7.5 Parish Council Records:** Review of protocols for retention of Parish Council records and documentation.

**8.0 Correspondence received:** (Items received and not circulated to Councillors prior to the meeting – Chairman to request details for the Clerk)

**8.1 Emails and correspondence:** Clerk to circulate to Councillor as per circulation list.

**8.2 Social Media:** summary of communication on social media platforms Facebook, Whitley Community etc.

**9.0 Planning Matters:** To receive information concerning new applications and update on decisions from Selby District Council Planning

**9.1 Applications received, and Decisions made:** Update on further planning applications and decisions.

## 10.0 Council Finance & Administration

### 10.1 RFO Report as at 17/06/2025:

Bank/Account	Income since 1 <sup>st</sup> April 2025	Expenditure since 1 <sup>st</sup> April 2025		Current Balance	Notes/Comment
Santander Deposit	13.21			15,566.76	Interest paid monthly
Santander Current Account	6,500.00	3,988.45		8,505.31	No interest
<b>Total Bank Balances</b>				<b>24,072.07</b>	
<b>Less following funds:</b>					
Allocated Funds		Surplus from Crossing Drainage Daffodil Field Notice Board for Templar Close		1,798.71 8,000.00 518.74	
Total Allocated funds				10,317.45	
Parish Council Bank Funds		-Future Development and facility provision –Buildings, ROS & Nature Reserve -Public Liability Insurance -Clerk Remuneration -Donations -Management costs -Repairs -Unexpected/unforeseeable expenditure.		13,754.62	
VAT due for reclaim				4,059.35	
<b>Total Unallocated Parish Funds</b>				<b>17,813.97</b>	

### 10.2 Accounts Payable:

Cheque No.	Payable to:	Amount: £
	G H Fillingham Contractors Ltd	583.20
	J R Hunter – Clerks Salary quarter to June 2025 month 3 2025/26	494.30
	HMRC – PAYE quarter to June 2025 month 3 2025/26	123.60
	Clear Insurance -	898.95

### 10.3 Accounts Payable retrospectively:

Cheque No.	Payable to:	Amount: £

**10.3.1 AGAR report for 2024/25:** Examination and approval of Annual Governance and Accountability Reports (AGAR) for 2024/25

**11.0 Recreational Open Space in Whitley:**

**11.1 Parks and Verges:**

**11.1.1 Parks & Playground Maintenance:** review of park and playground maintenance and improvements.

**11.1.2 Nature Reserve:** Management of the nature reserve and future plans for development and maintenance of the area.

**11.1.3 Community Payback Team:** Update on the activities of the community payback team.

**11.1.4 Verges cutting** status of grass cutting to date: Management of moles in Daffodil Park.

**11.2 Other issues or matters to report:** Any concerns or maintenance issues that may need addressing in the future.

**12.0 A19 Safety:**

**12.1** Update on vehicle speeding in the village and road safety issues.

**13.0 A.O.B**

**13.1** Minor items, items for future agenda or delegated to clerk – time limit will apply.

**14.0 Confirm the date, time and place of next meeting:**

**14.1 Next Parish Council Meeting:** Tuesday 15<sup>th</sup> July 2025 at 7.00 pm.

**15.0 Closure of meeting:**

**15.1 Chairman to close meeting.**

John Hunter,  
Whitley Parish Clerk/RFO  
11/06/2025

# **Whitley Parish Council**

## **Agenda for the Meeting to be held on 17/06/2025** **At Whitley and Eggborough Children's Primary School –** **Main School Hall**

### **1.0 The Chairman to welcome all present**

### **2.0 Open Public Forum (OPF) - Maximum **total** time for the session 15 minutes. Each speaker should respect that there may be others who wish to speak and therefore be concise with their comments to ensure everyone's issues can be addressed in the time allotted.**

- That the Chairman of the council will control the public session and that his decisions upon proceedings at this part of the meeting are final. The Chairman will seek to identify who wishes to speak by a show of hands when opening the OPF.
- That good manners and respect are expected during the session.
- Questions raised by members of the public during this session cannot be formally addressed by Councillors nor can any decisions be made.
- Comments made in this session will be noted and will not form part of the official Minutes.
- Any detailed questions that members of the public wish to be discussed at a meeting should be in writing either emailed to the Clerk at: [clerk4whitleypc@gmail.com](mailto:clerk4whitleypc@gmail.com) or posted to: The Clerk, 4, Grove Park, Calder Grove, Wakefield, West Yorkshire, WF4 3BZ **at least 3 days** before the meeting date. The decision as to what items appear on the agenda is that of the Clerk in consultation with the Councillors

### **2.1 Close Public Forum and Open Parish Council meeting.**

### **3.0 Record Councillors in attendance.**

### **4.0 Apologies for absence.**

### **5.0 Disclosure of interest:**

### **6.0 Minutes of the meetings on 20<sup>th</sup> May 2025.**

- 6.1** Minutes of the Council Parish Meetings to be agreed as a true record and approved for signature by the Chairman following the meeting.

### **7.0 To receive information on the following ongoing issues and decide further action where necessary.**

- 7.1 Council Vacancy:** consider the opportunity to co-opt a new parish councillor to fill current vacancy.

- 7.2 Oak Tree at Lee View Park:** Feedback from Cllr White and Cllr Barber following their meeting with Lee View residents.

- 7.3 Fly-tipping in Whitley:** Update on approaches made to private owner of land subjected to fly-tipping.

- 7.4 Parish Council Digital Security:** Review of measures to ensure safety, security and continuity of access to Parish Council data.

- 7.5 Parish Council Records:** Review of protocols for retention of Parish Council records and documentation.

**8.0 Correspondence received:** (Items received and not circulated to Councillors prior to the meeting – Chairman to request details for the Clerk)

**8.1 Emails and correspondence:** Clerk to circulate to Councillor as per circulation list.

**8.2 Social Media:** summary of communication on social media platforms Facebook, Whitley Community etc.

**9.0 Planning Matters:** To receive information concerning new applications and update on decisions from Selby District Council Planning

**9.1 Applications received, and Decisions made:** Update on further planning applications and decisions.

## 10.0 Council Finance & Administration

### 10.1 RFO Report as at 17/06/2025:

Bank/Account	Income since 1 <sup>st</sup> April 2025	Expenditure since 1 <sup>st</sup> April 2025		Current Balance	Notes/Comment
Santander Deposit	13.21			15,566.76	Interest paid monthly
Santander Current Account	6,500.00	3,988.45		8,505.31	No interest
<b>Total Bank Balances</b>				<b>24,072.07</b>	
<b>Less following funds:</b>					
Allocated Funds		Surplus from Crossing Drainage Daffodil Field Notice Board for Templar Close		1,798.71 8,000.00 518.74	
Total Allocated funds				10,317.45	
Parish Council Bank Funds		-Future Development and facility provision –Buildings, ROS & Nature Reserve -Public Liability Insurance -Clerk Remuneration -Donations -Management costs -Repairs -Unexpected/unforeseeable expenditure.		13,754.62	
VAT due for reclaim				4,059.35	
<b>Total Unallocated Parish Funds</b>				<b>17,813.97</b>	

### 10.2 Accounts Payable:

Cheque No.	Payable to:	Amount: £
	G H Fillingham Contractors Ltd	583.20
	J R Hunter – Clerks Salary quarter to June 2025 month 3 2025/26	494.30
	HMRC – PAYE quarter to June 2025 month 3 2025/26	123.60
	Clear Insurance -	898.95

### 10.3 Accounts Payable retrospectively:

Cheque No.	Payable to:	Amount: £



**10.3.1 AGAR report for 2024/25:** Examination and approval of Annual Governance and Accountability Reports (AGAR) for 2024/25

**11.0 Recreational Open Space in Whitley:**

**11.1 Parks and Verges:**

**11.1.1 Parks & Playground Maintenance:** review of park and playground maintenance and improvements.

**11.1.2 Nature Reserve:** Management of the nature reserve and future plans for development and maintenance of the area.

**11.1.3 Community Payback Team:** Update on the activities of the community payback team.

**11.1.4 Verges cutting** status of grass cutting to date: Management of moles in Daffodil Park.

**11.2 Other issues or matters to report:** Any concerns or maintenance issues that may need addressing in the future.

**12.0 A19 Safety:**

**12.1** Update on vehicle speeding in the village and road safety issues.

**13.0 A.O.B**

**13.1** Minor items, items for future agenda or delegated to clerk – time limit will apply.

**14.0 Confirm the date, time and place of next meeting:**

**14.1 Next Parish Council Meeting:** Tuesday 15<sup>th</sup> July 2025 at 7.00 pm.

**15.0 Closure of meeting:**

**15.1 Chairman to close meeting.**

John Hunter,  
Whitley Parish Clerk/RFO  
11/06/2025