

POTTO PARISH COUNCIL

District
Hambleton

County
North Yorkshire

7th May 2024

Dear Councillor,

You are summoned to attend the Annual Meeting of Potto Parish Council, to be held at Potto Village Hall on **Wednesday 22th May 2024** at 7.15pm.

J.K. Storey (CLERK)

There will be a public session prior to the meeting, and this will commence at 7.00pm.
(Members of the public will adhere to the rules set by the council for this session)

AGENDA

1. Election of Officials
 - 1.1 Chairman
 - 1.2 Vice Chairman
 - 1.3 Financial Officer
 - 1.4 To receive the Declaration of acceptance of office forms
2. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting.
3. To receive apologies and approve reasons for absence.
4. To confirm minutes of meeting held on the 16th of April 2023 as a true and correct record.
5. To receive information on the following issues and decide action where necessary.
 - 5.1 Police Report
 - 5.2 Footpaths Footbridges and Stiles
 - 5.3 Annual Return, review and approval of AGAR
 - 5.4 Internal Auditor, review and approval of internal audit
 - 5.5 PIR Action Plan
 - 5.6 Urban grass cutting
 - 5.7 Potto Plan
 - 5.8 Traffic Calming
 - 5.9 Potto Village Hall - AGM
 - 5.10 ICO Requests, Reviews, Appeals
 - 5.11 Village Project – D Day Celebrations
6. Report from North Yorkshire Councillor.

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7. To consider and decide upon the following planning applications:
 - 7.1 Ref: ZB24/00528/OUT - Dwelling to the rear of 50 & 52 Cooper Lane.

8. To receive the following planning decisions / information:
 - 8.1 Ref: ZB23/02168/FUL. Thornhill Farm, Chalet for agricultural worker. *Approved.*
 - 8.2 Ref: ZB23/01873/CLP - Proposed use of houses, curtilages, land and grounds at Numbers 3 and 6 Potto Hall as two properties with private residential garden and curtilage. Potto Hall, Parson Back Lane, Potto. *Awaiting Decision.*
 - 8.3 Ref: 20/02290/OUT – The construction of one dwelling on Land to the rear of 44 Cooper Lane. *Refused*
 - 8.4 Ref: 22/00984/FUL - Change of use of land for the siting of 3 holiday chalets. Land to the south of Butcher Lane, Potto. *Awaiting Decision.*

9. Matters requested by Councillors.
 - 9.1 Resignation of Councillor

10. Financial matters.
 - 10.1 Barclays Bank
 - 10.2 Bank accounts.
 - 10.3 Invoices
 - 10.4 Budget review
 - 10.5 Clerks' salary

11. To consider the following correspondences and decide action where necessary.
 - 11.1 Emails from members of the public
 - 11.2 Review of Correspondence

12. To confirm the date and time of the next meeting.