

Burley Parish Council

Date: 30th April 2009

Notice is hereby given that the Annual Meeting of Burley Parish Council will be held in The John Squire Room, Queen's Hall, Burley in Wharfedale on Thursday 7th May 2009 at 7.30pm.

Jo Griffiths

Jo Griffiths
Parish Clerk

A G E N D A

1. **Election of Chairman for the year 2009-10**
2. **Declaration of acceptance of office and Chairman's address**
3. **Appointment of Vice-Chairman**
4. **To receive any apologies for absence**
5. **To receive any disclosures of interest**
6. **Public Participation**
Members of the public are welcome to attend all parish council meetings as observers and during this item members of the public are invited to raise issues with the Parish Council
7. **Minutes of Previous Meeting**
 - To approve the minutes of the meeting held on 9th April 2009
8. **To receive the minutes of the Planning Committee:**
 - Minutes of the meeting on 30th March 2009
9. **Minutes received from other organisations** (available from the Parish Clerk):
 - None
10. **To receive an update from a representative of the Neighbourhood Policing Team**
11. **Clerk's Report – for information only**
12. **To receive and approve the inventory and asset register of Burley Parish Council property**
13. **To appoint members to serve on the Parish Council's committees & working groups:**
 - Planning Committee
 - Maintenance & Allotments Committee
 - Staffing Working Group
 - Finance Working Group

14. **To appoint members to serve as representatives of the Parish Council on outside bodies:**
 - Shipley Area Committee & Shipley Advisory Group (SCAPAG)
 - Police And Community Together (PACT)
 - Burley & District Chamber of Trade
 - Wharfedale Rail Users Group (WRUG)
 - West Yorkshire Rural Transport Group (WYRTP)
 - Burley & Menston Charities
 - Yorkshire Local Councils Association (YLCA)
 - Parish Council Liaison
 - Road Safety Group
 - Leeds Bradford Airport Consultative Committee
 - Burley Website Committee
15. **To approve the register of attendance for the council year 2008-09**
16. **To adopt the meeting dates for 2009-10**
17. **To appoint editor(s) and distribution co-ordinator(s) for the Parish Council newsletter**
18. **To approve the Parish Council's accounts for the financial year 2008-09 and complete the Annual Return**
19. **Update on Burley Festival Week: Friday 21st August – Sunday 30th August 2009**
20. **To discuss points raised by the public at the Annual Meeting of the Parish on 23rd April 2009**
21. **To discuss the Statement of Intent on Training required by the Quality Parish Scheme**
22. **To discuss updates to the Parish Plan and how the work will be organised**
23. **To discuss the proposal for a bridge on the Village Green over Rushy Beck**
24. **Reports from Councillors on other meetings attended – for information only**
25. **Correspondence - to note and for information only** (all available from the Parish Clerk):
 - Agenda for meeting of Standards Committee of Bradford Council – 22nd April 2009
 - Council Courier – 17 April 2009
 - Information on the NALC conference 4-5 September 2009
 - Issue 6 of Plan-it Bradford
 - Rural Matters – Newsletter of Yorkshire & Humber Rural Affairs Forum – April 2009
26. **To approve the schedule of payments**
27. **Minor items for action by the clerk between meetings and items for the next agenda**
28. **Date of next meetings**
 - 11th May & 1st June 2009 – Planning Committee
 - 11th June & 9th July 2009 Full Council
 - 18th May 2009 - Maintenance & Allotments Committee