



MENSTON PARISH COUNCIL

The next **Parish Council Meeting of Menston Parish Council** will be held in **the Wharfe Room at Kirklands Community Centre, Main Street, Menston on Thursday 24th April 2025 starting at 7.05pm**

Catriona Hanson

Parish Clerk

19th April 2025

AGENDA

1. **Welcome and introduction from the Chairman of the Parish Council**
2. **To receive any apologies for absence**
3. **To receive any disclosures of interest or requests for dispensation**
4. **Public consultation and question time**
5. **Minutes of previous meeting and progress report**
To approve the minutes of the Parish Council meeting held on 27th March 2025
6. **To accept the Parish Council's bank reconciliation report for 2024-25**
(Appendix 1)
7. **To review and adopt the Parish Council's Asset Register 2024-25**
(Appendix 2)
8. **To review and adopt the Parish Council's Risk Assessment 2024-25**
(Appendix 3)
9. **Finance**
To note the receipt of the Parish Council precept - £146,102

To note the following payments:
 - The monthly salary invoice
 - Smallprint - £390 (Menston heritage trail leaflets)
 - Dysons - £130.50 (Library newspapers, funded by Menston Library)
To approve the following invoices received
 - Kirklands (Menston) Trust - £108.53 (library cleaning) and £192.11 (room hire)
 - Information Commissioner's Office - £52 (annual renewal)
 - YLCA - £989 (annual fees)
 - Kirklands (Menston) Trust - £810 (Menston Family and Friends Hub monthly meeting room hire April 2025 – March 2026)
10. **To consider the following grant applications**
 - Burley Parish Council - £637 contribution to Duke of Edinburgh Award Scheme (Appendix 4)
 - Menston Show - £613.50 (room hire at Kirklands) (Appendix 5)
 - Menston in Bloom - £3,895.65 (replacement planters) (Appendix 6)

- Menston Cares - £600 (leaflet printing) (Appendix 7)

11. To receive an update about setting up a savings account

12. To receive an update about the Parish Council grant application process

13. To receive an update about the Emergency Plan

14. To receive updates (if any) from the recent meetings of:

- Menston Community Association
- Kirklands (Menston) Trust
- Climate Action Menston
- Wharfedale Greenway
- Airport Consultative Committee
- Local Access Forum
- LS29 Local Councils meeting
- Menston in Bloom
- Menston Lights

15. To receive updates (if any) about:

- Menston Parks and travellers access
- Peter Finlay Memorial Bench
- Barn Close paved area
- Traffic proposals for Menston
- Defibrillators
- Moving to a gov.uk website
- Welcome to Menston signs
- Funding of Menston Cares leaflets

16. Chairman's remarks and correspondence

17. To consider any items to be held in closed session

18. Agenda items for the next meeting

19. Date of next meeting

To agree the date of the next meeting of the Parish Council on Thursday 29th May 2025 at 7.05pm.