



MENSTON PARISH COUNCIL

The next meeting of **Menston Parish Council** will be held in **Menston Library at Kirklands Community Centre, Main Street, Menston on Thursday 25th September 2025 starting at 7.05pm**

Catriona Hanson

Parish Clerk
16th September 2024

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 and to remind Parish Councillors to ensure that their Register of Interests is kept up to date**
- 4. Public consultation and question time**
- 5. To receive a presentation from Bradford Council's Emergency Planning Team**
- 6. Minutes of previous meeting and progress report**
To approve the minutes of the Parish Council meeting held on 28th August 2024
- 7. Finance**
To note the following items:
 - The monthly financial update
 - The successful conclusion of external audit
 - The receipt of £950 – warm space award for Menston Library
To note the following payments:
 - The monthly salary invoice
 - Dysons Cornerstore - library newspapers (£130.50)
To agree to pay the following invoices:
 - Kirklands Trust – Library cleaning (£108.53) and room booking (£176.75)
 - Kirklands Trust – Wharfe Room, toilet and kitchen refurbishment (£10,363 this includes £9,225 already approved by the Parish Council)
 - PKF Littlejohn – external audit fee (£504 includes £84 VAT)
 - To agree a sum of £1,600 to fund a defibrillator at the Fairfax Club and an additional sum for indemnity insurance
 - Jo White – Honk! Event expenses (£91.37)
 - SLCC renewal 2025-2026 (£190)
 - Clerk's homeworking allowance (£208)
To consider the following grant applications:
 - Kirklands Trust – additional funds for the refurbishment of the Wharfe Room, toilet and kitchen

To agree to fund four Play in the Park events in summer 2026 - £3,400

8. Park path project – to agree to advise Bradford Council that the Parish Council has sufficient funds to pay for the park path project and will agree to take on the costs of any necessary repair work etc. to the new pathway from the point of installation

9. To agree arrangements for the Remembrance Services

10. To agree the meeting dates for 2026

11. To consider the purchase of Speed Indicator Device

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

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

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:

- Bradford 2025 – The Honk! event
- 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

16. Chairman's remarks and correspondence

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

18. Agenda items for the next meeting

Adopting an IT policy for the Parish Council

19. Date of next meeting

To agree the date of the next meeting of the Parish Council on Thursday 30th October 2025 at 7.05pm.