



Minutes of Meeting of Council held on Wednesday 20<sup>th</sup> August 2025 at Greenacre Hall at 7.30pm

Lis Moore LLB MA FSLCC

#### AGENDA

**FC/2025/33 Public Participation**

NIL

**FC/2025/34 Apologies for absence submitted to the Clerk and consider the reasons for absence.**

It was **resolved** to note apologies and accept the reasons for absence from Cllr Taylor

**FC/2025/35 Declarations of Interests**

Cllrs Gable & Hunt declared pecuniary interests in the schedule of payments

**FC/2025/36 Discussion of the requirements for revising the Neighbourhood Plan with a representative from Kirkwells**

The representative from Kirkwells outlines the 3 options for updating the neighbourhood plan namely 1) minor modifications 2) material modifications (some policy amendments) or 3) major review (significant amendments leading to a referendum). She advised that it might be worth waiting for the draft Leeds Local Plan due in June 2026 before undertaking any review. If Council wished to progress aspects earlier a review of the housing market assessment would be worthwhile along with establishing the parish housing needs. Other information gathering could also take place. Actions – cllrs to consider which level of review is preferred; clerk to request an extract of the SMAA; clerk to review planning decisions to consider how LCC have applied the NP policies to decisions

**FC/2025/37 Minutes of the previous meeting**

It was **resolved** to accept the minutes as a true record of what transpired at the meeting

Signed.....

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**FC/2025/38      Update on the number of survey responses received**

The Clerk reported that 305 responses had been received. Cllrs reported concerns that some addresses had not received the survey. It was **resolved** that cllrs would hand deliver to affected streets with a covering letter. It was further **resolved** that the survey link be left open until 31<sup>st</sup> August.

**FC/2025/39      Report and recommendations from the Events Working Party held on 6<sup>th</sup> August 2025**

The working party made the following recommendations to Council

**Halloween**

Purchase of more artifacts & costumes – Cllr A Carr to research

Glow sticks £21.00 – Cllr A Carr to source

Pumpkins 10 more at £7.00 – Clerk to source

Festival trolleys 2 at £80.00 (Amazon) – Cllr Warrior to source

Sweets -£50 – Clerk to get from Costco

Route of trail – main area and hidden garden needs 11 volunteers. Main area needs 8.

Agreed to seek additional volunteers and to plan for event to cover same area as 2024.

If insufficient volunteers then route would not include hidden garden.

Quiz to be developed for kids to complete

Content of Rawdon Matters – Website Officer to draft copy

10 x posters for shops and noticeboard - Website Officer to draft copy

**Other Equipment**

Other equipment to be purchased from CIL as used at other events

Gazebo - Cllr Warrior to source

Chairs

Table – Cllr Warrior to donate

Lights

Tablecloth

RPC t-shirts

**Remembrance Events**

Budget for delivery £1200.00

Event on 11<sup>th</sup> – schools invite, small PA

Event on 9<sup>th</sup> – gazebo, chairs

PA booked for 9<sup>th</sup> (shared cost with Horsforth TC)

It was **resolved** to accept the recommendations. Cllrs identified potential volunteers. A budget of £1500 was agreed for the purchase of gazebos. Cllr Collins offered to lend her chairs to the event.

**FC/2025/40      Traffic management for Rawdon at Christmas**

It was **resolved** to accept the quotation of £1075 plus VAT from TCM

**FC/2025/41      Upgrade the Zoom licence at a cost of £129 plus VAT**

It was **resolved** to upgrade the licence

**FC/2025/42      Opting into Google website analytics at a one off cost of £40 plus VAT**

It was **resolved** to opt into Google Analytics

**FC/2025/43      Return of the AGAR from the External Auditors**

It was **resolved** to note the return of the AGAR with no auditor recommendations. The Clerk drew members attention to the new Assertion 10 which would be in place for the next audit. Clerk to produce a report setting out necessary actions to meet the assertion.

**FC/2025/44      Year to date finance report**

It was **resolved** to accept the report

**FC/2025/45      Approval of payments in accordance with the schedule of payments.**

It was **resolved** to make the following payments

Payroll	£ 1,848.85
Room Hire	£ 50.00
Telephone	£ 20.58
Envelopes for surveys	£ 37.73
Stamps for surveys	£ 174.00
Newsletter delivery	£ 450.00
Surveys	£ 535.20
Bank Charges	£ 6.00
External Audit	£ 378.00
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	£ 3,500.36
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**FC/2025/46      Reports of matters that members and the Clerk would like to draw to the attention of Council. Such matters to be noted on appropriate agenda.**

NIL