

# BRAMHOPE & CARLTON PARISH COUNCIL

## To the Members of Bramhope & Carlton Parish Council

You are summoned to a Meeting of the Full Parish Council to be held at 7:00pm on Wednesday 25<sup>th</sup> March 2025 at Bramhope Village Hall the purposes of transacting the following business.

### AGENDA

1. To receive apologies for absence given in advance of the meeting and to consider the approval of reasons given for absence
2. Declarations of disclosable pecuniary interests or other interests
3. **Public Participation (10 Mins)**

Public Participation (10 mins) Members of the Public are reminded that this is their opportunity to speak to the Meeting on any topic relevant to the work of the Parish Council. Any questions raised by the public cannot be responded to or debated upon unless the matter relates to a specific item on the previously published agenda. The chairman may direct that a written or oral response is given or that the matter is considered at an appropriate meeting in the future. Members of the public may not speak during the remainder of the meeting unless specifically invited to do so by the Chair
4. To receive an update from the Neighbourhood Police Team
5. To agree the minutes of the Full Council Meeting held on 25<sup>th</sup> February 2026
6. To receive information on the ongoing issues and Clerks report
  - 6.1 To receive an update from Cllr Anslow regarding a request for the Parish Council to invite Radio 4 Any Questions to host a programme in Bramhope
  - 6.2 To discuss progress on a survey on the bus service in Bramhope and decide further action
  - 6.3 To receive an update on the comments submitted to the West Yorkshire Mass Transit, spatial development framework joint development plan document (dpd) (regulation 18) consultation
  - 6.4 Clerks Report
7. Chairmans Report
8. Correspondence
  - 8.1 Correspondence from Leeds City Council regarding Leeds 400 celebration events and decide further action
9. Policy Reviews

To receive policy reviews of the following policies and procedures and receive a schedule for future reviews.

  - 9.1 Training & Development Policy
  - 9.2 Disciplinary Policy
  - 9.3 Equality & Diversity Policy
  - 9.4 Sickness Absence Policy
  - 9.5 Schedule of future policy reviews
10. Carlton Village Report
11. Village Maintenance Committee Report
  - 11.1 To approve the minutes of the meeting held on 3<sup>rd</sup> March 2026

12. Planning and Enforcement Committee Report
  - 12.1 To agree the minutes of the meeting held on 25<sup>th</sup> February and 3<sup>rd</sup> March 2026
13. Communications Committee
  - 13.1 Committee report
  - 13.2 To receive an update from the Community Emergency Plan Working Group and decide further action
14. Finance & Administration Committee
  - 14.1 To approve the payments for March 2026
  - 14.2 To approve the bank reconciliation for February 2025
  - 14.3 To receive a revised budget for 2026/27 and decide further action
  - 14.4 To agree the provision of earmarked reserves from the general reserves available at the end of financial year 2025/26 for the proposed playground refurbishment in 2032
15. Personnel Committee
  - 15.1 To approve the minutes of the meeting held on 23<sup>rd</sup> March 2026
16. Cemetery Working Group
  - 16.1 To approve the minutes of the meeting held on 23<sup>rd</sup> March 2026
  - 16.2 To discuss a review of the cemetery fees undertaken by the Cemetery Working Group and decide further action
  - 16.3 To discuss a review of the cemetery rules and eligibility criteria undertaken by the Cemetery Working Group and decide further action
  - 16.3 To receive information regarding a process and risk assessment for cemetery memorials and decide further action.
17.
  - 17.1 Bramhope Village Hall update
  - 17.2 Festival and Events
    - 17.2.1 To discuss the Annual Parish Meeting to be held on 20<sup>th</sup> May 2026 and decide further action.
  - 17.3 Leeds City Council update
  - 17.4 Airport Consultative Committee
 

**Motion to Exclude the Press and Public Exclusion of the Press and Public Under the Public Bodies (Admission to Meetings) Act 1960 as extended by s. 100 of the Local Government Act 1972), the public and accredited representative of newspapers be excluding from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.**
18. To receive the nominations for the Honorary Citizen Award for 2026 and to carry out a vote to determine the winner.
19. To confirm the date of the next Full Council meeting.

*N Woodward*

Mrs Nicola Woodward, Clerk to the Council

