

POTTO PARISH COUNCIL

North Yorkshire

12th May 2025

Dear Councillor,

You are summoned to attend the Annual Meeting of Potto Parish Council, to be held at Potto Village Hall on **Tuesday 20th May 2025**, immediately following the Annual Parish Assembly to comply with Paragraph 7 of Schedule 12 of the Local Government Act 1972.

J.K. Storey (CLERK)

There will be a public session prior to the meeting, and this will commence at 7.00pm.
(Members of the public will adhere to the rules set by the council for this session)

AGENDA

1. Election of Officials
 - 1.1 Chairman
 - 1.2 Vice Chairman
 - 1.3 Financial Officer
 - 1.4 To receive the Declaration of acceptance of office forms
2. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting.
3. To receive apologies and approve reasons for absence.
4. To confirm minutes of meeting held on the 15th of April 2025 as a true and correct record.
5. To receive information on the following issues and decide action where necessary.
 - 5.1 Police Report
 - 5.2 Standards Assessment Board Decision
 - 5.3 Footpaths Footbridges and Stiles
 - 5.4 Annual Return:
 - 5.4.1 Review of AGAR.
 - 5.4.2 PKF Littlejohn correspondence
 - 5.5 Traffic Calming
 - 5.6 ICO Requests, Reviews, Appeals
 - 5.6.1 FT/EA/2025/0154
 - 5.6.2 IC-346549-R7F3
 - 5.6.3 FT/EA/2025/0153
 - 5.6.4 Reviews
 - 5.7 Parish Plan

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6. Report from North Yorkshire Councillor.
7. To consider and decide upon the following planning applications:

None
8. To receive the following planning decisions / information:
 - 8.1 Ref: ZB25/00298/MRC – Application for variation of condition No2 (minor interior design alterations) Land adjacent to Rawcliffe, Potto.
 - 8.2 Ref: ZB25/00332/MRC - Application for removal of Condition 4 (Occupancy) and 8 (access) for previously approved application 08/03395/FUL. Potto Fields Farm, Black Horse Lane, Potto.
 - 8.3 Ref: ZB23/01873/CLP - Proposed use of houses, curtilages, land and grounds at Numbers 3 and 6 Potto Hall as two properties with private residential garden and curtilage. Potto Hall, Parson Back Lane, Potto. *Appeal Dismissed.*
 - 8.4 Ref: 22/00984/FUL - Change of use of land for the siting of 3 holiday chalets. Land to the south of Butcher Lane, Potto. *Awaiting Decision.*
 - 8.5 Ref: ZB24/01593/FUL Retrospective application for a Shepards hut with hot tub and toilet, Potto Grange Farm. **GRANTED.**
9. Matters requested by Councillors.
 - 9.1 Defibrillator
 - 9.2 Memorial Bench
10. Financial matters.
 - 10.1 Barclays Bank
 - 10.2 Bank accounts.
 - 10.3 Invoices
 - 10.4 Budget review
 - 10.5 Clerks' salary
11. To consider the following correspondences and decide action where necessary.
 - 11.1 Emails from members of the public
 - 11.2 Review of Correspondence
12. To confirm the date and time of the next meeting.