



**Alwoodley Parish Council
Clerk: Jennifer Walper Roberts
Alwoodley Community Centre
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Leeds LS17 7NZ**

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Dear Councillor,

28th January 2026

You are summoned to attend the next meeting of Alwoodley Parish Council, to be held on **Monday 2nd February at 7:00pm** in the Alwoodley Community Hall, The Avenue, LS17 7NZ.

Mrs J A W Roberts (CLERK)

There will be a public session prior to the meeting for 15 minutes, at 7pm, followed by the Parish Council Meeting. Members of the public will adhere to [the rules](#) set by the council for this session

A G E N D A

2526/1 10	Reminder by the Chair of the Council's policy for the audio or visual recording of this meeting
2526/1 11	1. To receive apologies for absence and record these in the minutes
	2. To consider the approval of reasons for absence given by councillors
2526/1 12	1. To receive, consider and decide upon any applications for dispensation. 2. To receive any declarations of interest not already declared under the Council's Code of Conduct or a member's Register of Disclosable Pecuniary Interests
2526/1 13	To confirm the minutes of the Parish Council Meeting held on 5 th January as a true and correct record
2526/1 14	To inform Council of progress on recommendations from the Internal Audit and approve policies recommended by that audit scheduled to be reviewed and approved by the end of February 2026: 1. To consider and approve the following policy updates: a. Adoption of Model Publication Scheme i. To consider and approve adoption of the NALC Model Publication Scheme ii. To consider and approve updated Information Available from Alwoodley Parish Council Under the Freedom of Information Act b. Civility and Respect Pledge i. To pass a resolution to sign up to the Civility and Respect Pledge ii. To instruct the Clerk to sign up the Council to be listed alongside other Councils who have taken the pledge, and to receive certificate. c. Disciplinary Policy d. Health and Safety Policy 2. To inform the Council that the Rules for Participation, Code of Conduct and Standing Orders, approved at the January meeting, have been uploaded to the

	<p><u>website</u>. The search bar has been fixed, and previously approved policies that were not showing up in the current policies area now are.</p>																					
2526/1 15	<p>Electoral and Committee Matters:</p> <ol style="list-style-type: none"> 1. To consider applications for co-option to fill the casual vacancy on Alwoodley Parish Council. 2. To discuss further action to attract candidates. 																					
2526/1 16	<p>Financial Matters</p> <p>102(1) To receive and note current bank balances as of 17th December (Date when this agenda was finalised).</p> <ol style="list-style-type: none"> 1. Virgin Current Account - £6017.09 2. Lloyds Deposit Account – £89,175.35 (Latest statement 1st April) <p>Total: £130,407.93</p> <p>102(2) To receive and note <u>bank reconciliation</u>, <u>cashbook</u>, and <u>monitoring report</u> for January 2025.</p> <p>102(3). To consider and approve the following payments:</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Net</th> <th>VAT</th> <th>Total</th> <th>Description</th> <th>Supplier</th> <th>Invoice/Order No</th> </tr> </thead> <tbody> <tr> <td>10.02.2026</td> <td>£27.40</td> <td>£0.00</td> <td>£27.40</td> <td>An Introduction to the Basic Planning System Webinar</td> <td>Yorkshire Local Councils Associations (YLCA)</td> <td>INV-5032</td> </tr> <tr> <td>10.02.2026</td> <td>£54.80</td> <td>£0.00</td> <td>£54.80</td> <td>Public Rights of Way (PROW) Webinar</td> <td>Yorkshire Local Councils Associations (YLCA)</td> <td>INV-5064</td> </tr> </tbody> </table> <p>102(7) To receive update from Chair on status of banking transition (reserves account).</p>	Date	Net	VAT	Total	Description	Supplier	Invoice/Order No	10.02.2026	£27.40	£0.00	£27.40	An Introduction to the Basic Planning System Webinar	Yorkshire Local Councils Associations (YLCA)	INV-5032	10.02.2026	£54.80	£0.00	£54.80	Public Rights of Way (PROW) Webinar	Yorkshire Local Councils Associations (YLCA)	INV-5064
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2526/1 17	<p>To receive information on the following ongoing issues and decide further action where necessary.</p> <ol style="list-style-type: none"> 1. To inform the Council that brass bands are scheduled to play at the village green on 21 June and 27 Sept. 2. To consider and discuss whether to highlight either of these band dates to include Leeds 400 celebration. 3. To request some support from Councillors to plan and prepare for upcoming 17th March Annual Parish Meeting, 6pm-7:30pm. 4. To inform the Council that the PACT meeting dates are posted on the Council's <u>website</u> 5. To hear updates from Cllrs Dickinson, Johnson, and Wright on festive lights suggestions for next year (note-full brief scheduled for April meeting) 																					
2526/1 18	<p>Matters requested by councillors</p> <ol style="list-style-type: none"> 1. None 																					
2526/1 19	<p>To receive and consider for decision any recommendations from the Council's Committees/Working Parties:</p> <ol style="list-style-type: none"> 1. Staffing Panel - None 2. Planning Committee <ol style="list-style-type: none"> a. To receive and note planning decisions/information from 2nd February meeting. 3. Proposed Environmental & Biodiversity Working Party <ol style="list-style-type: none"> a. To consider and approve updated <u>Terms of Reference</u> 4. Appeals Committee – None 5. Communications and Engagement Working Party <ol style="list-style-type: none"> a. To receive notice board update 																					

2526/1 20	To receive an update from the Ward Councillor on matters of importance to the Parish.
2526/1 21	Correspondence received: None requiring action by the Council.
2526/1 22	To notify the clerk of matters for inclusion on the agenda of the next meeting
2526/1 23	To confirm the <u>date</u> of the next meeting is 2 nd March 2026

*Note this agenda all papers listed above can be found here:

<https://www.alwoodleyparishcouncil.gov.uk/document-category/parish-council-meeting-agendas/2026/february-2026/>