

MOOR MONKTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT 7.30PM IN THE SCHOOLROOM, MOOR MONKTON, ON TUESDAY 1 MAY 2018

Present: Councillors Johnson (Chairman), Asquith, Duncan, and Philliskirk. Also present were County Councillor Andy Paraskos, five members of the public and the Clerk, James Mackman.

18.034 - TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST (NOT PREVIOUSLY DECLARED) ON ANY MATTERS OF BUSINESS

None.

18.035 - TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

Apologies for absence were received and approved from Councillor Goddard.

18.036 - TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 8 MARCH 2018

The minutes of the Parish Council meeting held on 8 March 2018, having been circulated prior to the meeting, were approved after an amendment to the report on an approved planning application had been made. They were then signed by the Chairman.

18.037 – TO RECEIVE A NEIGHBOURHOOD WATCH REPORT

Michael Wilson reported that Internet fraudsters are targeting the elderly. He has been circulating information of the scams to those residents on his email list.

18.038 - PLANNING APPLICATIONS

(a) To consider the following Planning Applications

The Councillors considered the planning applications received since the March Parish Council as listed below: -

Details of Planning Application	Comments
Ref: 18/00927/FUL – Erection of annexe to include replacement double garage (Revised Scheme) at Farm View, Church Lane.	No objections
Ref: 18/01216/FUL – Erection of detached garage at Lynwood, Church Lane.	No objections

(b) To note Local Authority Planning Decisions

It was noted that the Local Planning Authority had approved the following applications:

- Ref: 17/04428/FUL - Erection of partial two-storey and single-storey extensions. Alteration to fenestration and formation of decking at Nidd Rise, Church Lane.
- Ref: 17/05417/DVCON – Variation of condition 4 of permission 11/04951/FUL to allow the holiday accommodation not to be linked to Wheatsheaf Farm at Wheatsheaf Farm, Church Lane by Mr Roderick Goddard.
- Ref: 18/00106/LB – Listed building consent for the installation of replacement timber sash windows to 3 elevations at Rosemead House
- Ref: 18/00927/FUL – Erection of annexe to include replacement double garage (Revised Scheme) at Farm View, Church Lane.

18.039 - FINANCE

(a) Financial Report

The Clerk presented a detailed report showing the actual income and expenditure for the year for the period to 1 May 2018. The report reflected the receipts and payments (net of VAT) below.

The bank balances at 1 May were:

HSBC Current Account	£500.00
HSBC Deposit Account	£8,901.12

(b) To note accounts for payment

086	Richard Kay Charity	Hall hire for 2017-18	£375.00
087	Harrogate & District Neighbourhood Watch	Donation	£50.00
088	Diane Brown	Internal audit fee	£221.50
089	YLCA	Annual subscription	£127.00
090	James Mackman	Salary – April	£120.00
091	H M Revenue & Customs	Income Tax – April	£30.00
092	James Mackman	Clerk's expenses	£11.51

(c) To note income received

HMRC	VAT refund for 2017-18	£234.56
Harrogate Borough Council	1 st half-year's precept	£1,700.00

As requested, the Clerk presented the Councillors with a bank reconciliation statement as at 1st May 2018 and copies of the two relevant bank statements. The Councillors considered the documents and then initialled them.

(d) To agree the Annual Governance Statement on the Annual Return

The Chairman read out all the questions in the Annual Governance Statement of the Annual Return. It was agreed that the Parish Council response to all the questions was "Yes" and the Chairman and Clerk signed the form.

(e) To agree the Statement of Accounts on the Annual Return

The Councillors considered the documentation presented by the Clerk and agreed that the figures in the Statement of Accounts on the Annual Return were correct. It was agreed that the Chairman and the Clerk should sign the form.

(f) To sign the exemption form for the Annual Return

It is a requirement of the external audit procedure that an exemption form is completed, signed and returned to the external auditor if a Parish Council's income or expenditure for 2017-18 was less than £25,000. As the Parish Council falls into this category the Chairman and Clerk duly signed the form.

(g) To consider the internal auditor's report

The Chairman read out a number of points raised by the internal auditor. It was agreed that the following should be discussed at the next Parish Council meeting.

Reserves Policy, Standing Orders, Financial Regulations, Grievance and Disciplinary Procedure. It was also agreed that the Clerk should have an annual appraisal.

The Chairman asked the clerk if he wished to comment on the auditor's report. The clerk said he wished to tender his resignation and this was accepted by the Chairman who stated that this would be from now.

(h) To consider the annual insurance renewal

The Councillors considered two quotations for the annual insurance renewal. It was agreed to accept the quotation submitted by BHIB.

(i) To agree the 2% increase in the Clerk's remuneration from 1 April 2018 as per the National Agreement

It was agreed to pay the 2% increase as from 1 April 2018.

18.040 – TO CONSIDER THE APPROPRIATE ACTION TO TAKE TO ALLOW THE PARISH COUNCIL TO FUNCTION UNTIL A SUCCESSFUL BY-ELECTION HAS BEEN HELD

As only two nominations have been received for the forthcoming Parish Council election (3rd May) the Parish Council will not be quorate until after a successful by-election has been held.

It was agreed that the Clerk, in consultation with the Chairman, should be authorised to make appropriate decisions on behalf of the Parish Council until after a successful by-election means that the Parish Council is again quorate.

At this point the clerk said that he would be willing to stay in post until another clerk could be sought.

18.041 – TO REPORT PROGRESS ON DISCUSSIONS WITH RICHARD KAY CHAIRPERSON IN RELATION TO THE JOINT FINANCING OF A NOTICE BOARD AT THE SCHOOL ROOM

The Chairman reported that the Trustees had not yet met so no decision was forthcoming.

18.042 – TO DISCUSS THE UPDATING OF THE CURRENT FOOTPATH MAP

Councillor Duncan reported: -

- (a) Footpaths map: awaiting definitive map from North Yorkshire
- (b) Rights of way: all surveys completed and sent to the NY field officer who is looking through them and will be getting back to me. She is commencing some of the agreed work this week weather permitting.

18.043 – TO DISCUSS THE ANNUAL MAINTENANCE OF THE DEFIBRILLATOR.

It was noted that the resident who has been maintaining the defibrillator is willing to continue doing so for the next year.

18.044 – TO DISCUSS THE ERECTION OF SIGN, HGV NO TURNING POINT IN VILLAGE.

The problem of large vehicles travelling along Church Lane into the village was discussed. There is no turning circle or anywhere for large vehicles to turn around. It was agreed to discuss with Oakland Estates the erection of a sign after New World Foods.

18.045 – TO DISCUSS THE REPAIR/REPLACEMENT OF THE TWO SIGNS DAMAGED BY TRAFFIC.

(a) Moor Monkton sign east of the crossroads on the A59.

The Clerk reported that maintenance of the signs referred to above and below is the responsibility of NYCC Highways Department and that problem with signs can be reported directly through the NYCC website. Councillor Philliskirk agreed to report both these signs.

(b) Chevron sign at the junction of Main Street and Church Lane (Balls Corner)

See minute above.

18.046 – TO NOTE PROGRESS ON FOOTPATH SIGNS

See minute 18.042 above.

18.047 - TO RECEIVE A REPORT ON THE NYCC'S ROAD SAFETY OFFICER'S ADVICE ON MAKING THE CORNER OF CHURCH LANE WITH MAIN STREET SAFER FOR PEDESTRIANS

County Councillor Andy Paraskos said that he had no news to report on this subject.

18.048 - TO RECEIVE THE CLERK'S REPORT ON PROGRESS ON THE FOLLOWING: -

(a) *The purchase of a notice board for Church Lane near the junction with the A59 (Min. 18.028a)*

It was noted that the notice board has been delivered and will be installed as soon as the drainage works in Church Lane have been completed.

(b) *The provision of a shelter on Church Lane near the junction with the A59 (Min. 18.021)*

The Clerk reported having contacted NYCC Highways to ask that an Officer visit the site to discuss both the shelter and the cycle stand.

(c) *The provision of a cycle stand on Church Lane near the junction with the A59 (Min. 18.022)*

See 18.048(b) above

(d) *The daffodils order under the Borough Council's Bulb/Wildflower Scheme (Min. 18.025)*

The Clerk confirmed having received an acknowledgment from HBC for the request for daffodil bulbs.

18.049 - TO NOTE CORRESPONDENCE RECEIVED BY THE CLERK

18.049.1 - The Clerk referred to the following items of correspondence: -

- (a) HMRC - New VAT reference number
- (b) YLCA - Data Protection Office provision notice

18.049.2 - It was noted that all relevant correspondence received since the 8 March meeting, as listed below, had already been circulated to the Councillors

- (a) HARCVS - And the nominations are
- (b) HBC - Local Fund details
- (c) HBC - Terms of Reference for meetings with Parish Council
- (d) Nigel Adams MP - Tadcaster Neighbourhood Plan meeting papers
- (e) North Yorkshire Police - News from North Yorkshire Police March 2018
- (f) NYCC - Radar speed sign info
- (g) NYCC - Church Lane drainage email
- (h) YLCA - NALC Chief Executive's Bulletins 10 and 12 - March 2018

18.049.3 - It was noted that the correspondence received since the 8 March meeting, as listed below, had already been circulated to Residents

- (a) HBC - Garden waste collection
- (b) HBC - Energy Saving Home Improvements
- (c) LIN OPS - Night flying 4 May

18.050 - TO RECEIVE DISTRICT AND COUNTY COUNCILLORS' COMMENTS (IF PRESENT)

County Councillor Andy Paraskos said that he had nothing to report.

18.051 - TO CONSIDER MINOR MATTERS

The question of an event to mark the "Battle's Over - A Nation's Tribute 11th November 2018" was mentioned. The Clerk said that other Parish Councils had formed a committee to arrange an event.

18.052 - TO CONSIDER ITEMS FOR THE NEXT AGENDA

None.

18.053 - TO AGREE THE DATE OF THE NEXT MEETING

Given that the Parish Council will not be quorate until after a successful by-election has been held it was agreed that it was not possible to fix a date for the next Parish Council meeting

There being no more business the meeting was formally closed at 8.47pm.

Chairman.....

Date.....

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Moor Monkton Parish website <http://www.duncorex.co.uk/mm/>