

ROMANBY PARISH COUNCIL
Minutes of the Parish Council Meeting Held on Tuesday 14 March 2023

Present: Chairman: Councillor S Bradnam
 Councillors: A Deas, S Adsett, D A Atkinson, J Davies,
 K G Hardisty, P Wilkinson, A Smith, J Town
 Clerk/RFO: A W Lambert
 Public: None

Min No.		Action
23/36 Public Forum	<u>To Receive Items from the Public</u> There were no items from the public.	
23/37 Business Interests	<u>To Note Any Declarations of Business (or other) Interests by Elected Members</u> There were no declarations of business (or other) interests by elected Members.	
23/38 Apologies	<u>To Receive Any Apologies for Absence by an Elected Member</u> Apologies had been received from Councillor P Foxton. It was noted at this point that Councillor Foxton had asked to step down from being Chair of the Parks & Resources Committee due to pressure of work. It was noted that business will be taken at full Council for the foreseeable future.	
23/39 Minutes	<u>To Approve and Sign the Minutes of the Previous Meeting</u> The minutes of the meeting held on Tuesday 14 February 2023 had been circulated prior to the meeting. <i>Resolved: That the minutes be agreed as a correct record and signed by the Chair.</i>	
23/40 Matters Arising	<u>To Consider Any Matters Arising from the Previous Meeting which have not been Signed Off</u> Co-option of Parish Councillors Brian Phillips had expressed an interest to join the Parish Council and had submitted a form of words. <i>Resolved: To co-opt Brian Phillips onto the Parish Council with effect from 1 April 2023. It was noted that there was still one vacancy.</i>	
23/41 Clerk's Report	<u>To Receive a Report from the Clerk</u> <i>Circulated: The Clerk's Report which included the following information:</i> <ul style="list-style-type: none"> ➤ Parish Council vacancies ➤ Parks and Open Spaces report ➤ Finance and Resources ➤ Correspondence Parks and Open Spaces An explanation was given as to the quotation for the repairs to the wetpour at Ainderby Road Leisure Park. The quotation for three areas from Streetscape was accepted and the work to go ahead.	Clerk

23/42 Police Report	<u>To Receive the Police Report</u> The police reported was noted.	Clerk
23/43 Any other Authority	<u>To Receive a Report from any other Authority</u> There was no report from any other Authority.	
23/44 Governance Committee	<u>To Receive a Verbal Report from the Governance Committee</u> It was noted that the Governance Committee had not met.	
23/45 Finance & Resources Committee	<p><u>To Receive a Report from the Finance Committee</u> To Approve the Invoices Received Since the Previous Meeting <i>Circulated: The list of invoices to be paid since the last meeting for approval.</i> <i>Resolved: That the invoices be unanimously agreed.</i></p> <p>Bank Reconciliation The bank reconciliation for March 2023 was noted.</p> <p>Chair of Finance & Resources Report The Chair of Finance and Resources confirmed the information regarding the quotation for the wetpour at Ainderby Road Leisure Park. He and the Clerk had walked down and had ascertained that only three areas required urgent work. The quotation for the three areas is £5,940. The Parish Council had received grant funding from the Locality Budget of £2,120 which would leave £3,820 to find. The Parish Council has budgeted for £5,000 in the play equipment maintenance heading, some of which could be used to offset this sum. This would leave over £1,000 for any remaining bits and pieces of maintenance work over the year.</p> <p>With regard to the issue with VAT payments, the Clerk and the Clerk of the JBC have now resolved the issue of HMRC's mix up with the reference numbers. The Parish Council has now received the first sum of money, the remainder is expected in due course. This will then bring the Business Account back up to approx. £50k.</p> <p>The Clerk will be working on the end of year finances as we move into April in the hope these can be signed off early in the year. A full report will be given realistically at the May meeting.</p> <p>The External Audit report is now available to view in the back office and will be discussed further either at a Finance Committee meeting or full Council. As is required the outcome has been posted on the Parish Council website.</p> <p>It was noted that the new financial check rota had been drawn up and available.</p>	
23/46 Parks & Recreation Committee	<u>To Receive a Report from the Parks and Recreation Committee</u> The Parks and Recreation issues had been covered in the Clerk's report.	
23/47	<u>To Receive a Report from the Projects & Planning Committee</u>	

Projects & Planning Committee	<p>The minutes of the meeting held on Wednesday 1 March 2023 had been shared. The meeting had in the main covered the Civility & Respect Pledge. The list of training modules had been circulated to Parish Councillors. A draft Dignity at Work Policy had been drawn up which would supersede the Bullying and Harassment Policy.</p> <p><i>Resolved: To re-share the link to the training and to find out how the modules are booked and paid for.</i></p> <p>Planning The planning application list was noted.</p>	Clerk
23/48 Joint Burial Committee	<p><u>To Receive a Report from the Joint Management Committee (N/A/Romanby JBC)</u> A meeting of the JBC had been held on Tuesday 7 March 2023, the draft minutes of which had been shared. The JBC had received a presentation by the HDC Heritage Group looking at a virtual Reality Trail.</p>	
23/49 Outside Organisations	<p><u>To Consider any Reports from Outside Organisations</u> There were no reports from outside organisations.</p>	
23/50 Correspondence	<p><u>To Receive Any Correspondence and Action Taken</u> <i>Circulated: A list of correspondence received since the last meeting.</i></p> <p>The correspondence list was noted.</p>	
23/51 Member Reports	<p><u>To Receive any Member Reports</u> The Chair asked to thank Councillors Hardisty and Wilkinson for their work as District Councillors.</p>	
23/52 Date of the Next Meeting	<p><u>To Confirm the Date, Time and Location of the Next Meeting</u> Tuesday 11 April 2023 – Annual Assembly commencing at 7.00 pm followed by the Parish Council meeting at 7.30 pm.</p> <p>All meetings to commence at 7.00 pm at the Parish Office.</p>	ALL

There being no further business the meeting closed at 8.10 pm.

March 2023