

ROMANBY PARISH COUNCIL
Minutes of the Parish Council Meeting Held on Tuesday 11 July 2023

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

Min No.		Action
23/105 Declarations of 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.	
23/106 Apologies / Introductions	<u>To Receive Any Apologies for Absence by an Elected Member</u> Apologies had been received from Councillors Foxton, Atkinson and Phillips.	
23/107 Minutes	<u>To Approve and Sign the Minutes of the Previous Meeting</u> The minutes of the Parish Council meeting held on Tuesday 13 June 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>	
23/108 Matters Arising	<u>To Consider Any Matters Arising from the Previous Meeting which have not been Signed Off</u> Co-option of Parish Councillors It was noted that the current vacancy was going through due process with North Yorkshire Council. Northallerton Railway Station Ticket Office It was noted that the letter to Rishi Sunak MP expressing concerns about the proposed closure of the ticket office had been acknowledged and would be passed to the Minister.	
23/109 Clerk's Report	<u>To Receive a Report from the Clerk</u> <i>Circulated: The Clerk's Report which included the following information:</i> ➤ Parish Council vacancies – discussed earlier in the meeting. ➤ Parks and Open Spaces report – It was noted that the Parks and Recreation inspection report had been received. The Clerk was working on issues that could be resolved by the handyman. A meeting with Matthew from Streetscape would take place as the risk assessments did not seem to correlate with the narrative in the report. A request to refurbish the benches in the War Memorial Garden had been received. It was felt that rather than repainting a preserve should be used. ➤ Finance and Resources – It was noted that working groups were required for both the proposed Pavilion alterations (community consultation would be required) and the proposed Staffing Review.	

	<i>RESOLVED: To set up two working groups to start work in September. Councillors were invited to join.</i>	
23/110 Police Report	<u>To Receive the Police Report</u> The police report and Police Community News were noted.	
23/111 Any other Authority	<u>To Receive a Report from any other Authority</u> There was no report from any other Authority.	
23/112 Governance Committee	<u>To Receive a Verbal Report from the Governance Committee</u> It was noted that the Governance Committee had not met.	
23/113 Finance & Resources Committee	<p><u>To Receive a Report from the Finance Committee</u> To Approve the Invoices Received Since the Previous Meeting Circulated: The list of invoices to be paid since the last meeting for approval. Resolved: That the invoices be unanimously agreed.</p> <p>Bank Reconciliation The bank reconciliation for July 2023 was noted.</p> <p>Finance and Resources Committee The Finance and Resources Committee had met on Tuesday 27 June 2023 and had considered the following:</p> <ul style="list-style-type: none"> ➤ Terms of reference – to be circulated to Council once complete. ➤ Budget monitoring – spreadsheet shared and would be shared with full Council on a regular basis. ➤ Finance checks – the finance check for April and May had been completed, there were no issues. ➤ Annual Audit – the annual audit documentation had been sent to PKF Littlejohn; the report was yet to be received. The internal audit report had been received with no issues to note. ➤ Property – discussion around the proposed alteration of the Pavilion had taken place with a recommendation to full Council to set up a working group. ➤ Staffing – discussion around the proposed staffing review had taken place with a recommendation to full Council to set up a working group. ➤ Accountancy Packages – discussion around proposed use of an accountancy package. Recommendation to full Council that the finance work continue with the use of spreadsheets and that a move to an accountancy package be considered again in the future. 	
23/114 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.	
23/115 Projects & Planning Committee	<u>To Receive a Report from the Projects & Planning Committee</u> There was currently nothing to report. Planning	

	The planning application list was noted. The proposed timetable for the proposed planning application for the land off Ainderby Road was noted. The Parish Council would continue to object to the development.	
23/116 Joint Burial Committee	<u>To Receive a Report from the Joint Management Committee (N/A/Romanby JBC)</u> It was noted that the annual inspection of the Cemetery would take place on Wednesday 19 July 2023.	JBC
23/117 Outside Organisations	<u>To Consider any Reports from Outside Organisations</u> There were no reports from outside organisations.	
23/118 Correspond- ence	<u>To Receive Any Correspondence and Action Taken</u> <i>Circulated: A list of correspondence received since the last meeting.</i> The correspondence list was noted. An email from a parishioner regarding trees in Beckside Open Space was noted and had been inspection by the contractor and the Chairman. <i>Resolved: To fell one tree on the parishioner's boundary and to undertake work to reduce another tree.</i>	
23/119 Member Reports	<u>To Receive any Member Reports</u> At this point it was reported that Ted Lewis ex Parish Councillor had died with the funeral being 21 July 2023. The Parish Council expressed condolences to the family.	
23/120 Date of the Next Meeting	<u>To Confirm the Date, Time and Location of the Next Meeting</u> Tuesday 12 September 2023 Tuesday 10 October 2023 Tuesday 14 November 2023 Tuesday 12 December 2023 Tuesday 9 January 2024 Tuesday 13 February 2024 Tuesday 12 March 2024 All meetings to commence at 7.00 pm at the Parish Office.	ALL

There being no further business the meeting closed at 8.05 pm.

August 2023