

**ROMANBY PARISH COUNCIL**  
**Minutes of the Parish Council Meeting Held on Tuesday 12 April 2016**  
**at the Parish Office/Meeting Room**

Present: Chairman: Councillor S Bradnam  
 Councillors: M Walton, M West, A Smith, P G Fisher, A Deas,  
 K G Hardisty, D Rawson, D A Atkinson  
 Clerk/RFO: A W Lambert  
 Public: Mrs R Davison, Mr M Parrott

Min No.		Action
16/47	<u>To Note Any Declarations of Business (or other) Interests by Elected Members</u> There were no declarations of business (or other) interested by Elected Members.	
16/48	<u>To Receive Any Apologies for Absence by an Elected Member</u> Apologies were received from Councillors S Adsett and P Wilkinson.	
16/49	<u>To Approve and Sign the Minutes of the Previous Meeting</u> The minutes of the meeting held on Tuesday 8 March 2016 had been circulated prior to the meeting. <b>Resolved: That the minutes of the previous meeting were an accurate record and they be signed by the Chairman.</b> <b>Proposed: Councillor Hardisty. Seconded: Councillor Atkinson.</b>	
16/50	<u>To Consider Any Matters Arising from the Previous Meeting which have not been Signed Off</u> <b>Parish Council Vacancy</b> It was noted that there had been no calling for an election and as such the vacancy had been advertised by the Parish Council. One response had been received from Robert Riggs. Robert's pen portrait was considered at the meeting. <b>Resolved: To co-opt Robert Riggs onto the Parish Council with immediate effect.</b> <b>Proposed: Councillor Bradnam. Seconded: Councillor Rawson.</b>	AWL
16/51	<u>To Receive a Report from the Police</u> PCSE Shane Hardy had dropped the police report in prior to the meeting as he had to attend a call out. The report was circulated at the meeting. The crimes for the month totalled 10. The report included news on rural crime and the new Rural Taskforce.	
16/52	<u>To Consider a Report from the Local Planning Authority</u> The planning application report had been circulated and was noted.  An objection to the planning application for a proposed car park on Bluestone Ground had been lodged and a public meeting attended by the Chairman. A further meeting would be held in May at NYCC.	
16/53	<u>To Receive a Report from the Finance Committee</u> <b>Finance Committee Report</b> The minutes of the Finance Committee meeting held on Thursday 24 March 2016 had been circulated and included the following information:	

	<ul style="list-style-type: none"> <li>➤ Standing orders/terms of reference</li> <li>➤ Risk assessment</li> <li>➤ Pensions</li> <li>➤ Bank statements</li> <li>➤ Discussion on Coyle Garden</li> <li>➤ Hire of football pitches</li> <li>➤ Broomfield Park</li> </ul> <p><b>To Approve the Invoices Received Since the Previous Meeting</b> The list of income and expenditure to date had been circulated and was agreed unanimously with the addition of an invoice from Sam Turners (£81.00) and Park Lane Playgrounds (£924.00).</p> <p><b><i>Resolved: That the salaries and wages line would not include individuals' names.</i></b> <b><i>Proposed: Councillor Fisher. Seconded: Councillor Hardisty.</i></b></p>	AWL
16/54	<p><u>To Receive a Report from the Parks and Recreation Committee</u> The minutes of the Parks and Recreation Committee meeting held on Thursday 31 March 2016 had been circulated and the following noted:</p> <p><b>Repair to Play Equipment</b> – Repair work was required to the seesaw and spindles on the roundabouts. The roundabouts had not been installed correctly some years ago. The Harewood Chase roundabout could be repaired but the one on Thistle Close may be condemned.</p> <p><b>Coyle Garden</b> – It was noted that the contractor had an issue with the purchase of materials. It was recommended that the offer be cancelled and to reconsider the other two bids put forward in relation to the work.</p> <p><b><i>Resolved: To consider the year end figures and engage with the second contractor as to whether his estimate is firm and whether he is available to undertake the work.</i></b></p> <p><b>Inspections</b> – A rota would be drawn up for tidying the play surfaces.</p> <p><b>Contractor</b> – A warning had been issued to a contractor regarding health and safety when working on site.</p> <p><b>War Memorial Garden</b> – The benches were now in situ. A snagging list had been drawn up and it had been agreed to draw a line under the work by the contractor. Further discussion would take place as to how much to pay the contractor. Councillor Rawson would circulate the information.</p>	<p>Parks</p> <p>MW</p> <p>DR</p>
16/55	<p><u>To Receive a Report from the Parish Projects Committee</u> A verbal report from the Projects Committee held on Thursday 7 April 2016 was given by Councillor Hardisty.</p> <p><b>Photographs</b> – The photographer had attended prior to the meeting to take individual and team photographs.</p> <p><b>Parish Website</b> – It was noted that work to the website was moving on</p>	

	<p>well with a preview due out. Email addresses were discussed and agreed to have the first and surname of each Councillor. The address for the office had now been confirmed as 76 Ainderby Road, Romanby, Northallerton, North Yorkshire, DL7 8HG. Information had been sought for the telephone line into the office and broadband. There were two options available:</p> <p><b>Option 1:</b> Unlimited calls/broadband. £19.00 p.m with line rental at £19.00 p.m with a one off installation fee of £115.00.</p> <p><b>Option 2:</b> Unlimited calls/broadband. £19.00 p.m with line rental at £21.11 p.m with a one off installation fee of £35.00. A tie in time of five years. Press 9 to dial out and divert ability available.</p> <p><b>Resolved: That Option 2 be agreed.</b>  <b>Proposed: Councillor Hardisty. Seconded: Councillor Rawson.</b></p> <p><b>Dog-Related Issues</b> – Areas for stencilling had been put forward to the dog-warden. It was suggested that press coverage be organised.</p> <p><b>Suggestion Boxes</b> – These had been purchased.</p> <p><b>Chairman’s Award for Young People</b> – A draft nomination form with guidelines had been drawn up for consideration. Feedback on the draft to the Chairman as soon as possible.</p> <p><b>Romanby Signage</b> – Work to create better Romanby signage was on-going.</p> <p><b>Safeguarding</b> – Work was ongoing.</p> <p><b>Terms of Reference</b> – The terms of reference would be drawn up through the proposed Governance Committee. It was suggested that the name of the Projects Committee be changed to Projects and Planning Committee. This was agreed.  <b>Proposed: Councillor Hardisty. Seconded: Councillor West.</b></p> <p>Thanks were expressed to the Clerk for keeping the action plan up to date.</p>	<p><b>AWL</b></p> <p><b>KGH</b></p> <p><b>ALL</b></p> <p><b>KGH</b></p>
16/56	<p><u>To Receive a Report from the Joint Management Committee (N/A/Romanby JBC)</u></p> <p>There had been no JBC meeting since the last Parish Council. Work was ongoing to seek estimates for the tree work along with ongoing work to the drainage in the cemetery.</p>	
16/57	<p><u>To Receive a Report from Outside Organisations</u></p> <p>There were no other reports from outside organisations.</p>	
16/58	<p><u>To Receive Any Correspondence and Action Taken</u></p> <p>The list of correspondence received since the last meeting had been circulated and was noted.</p>	

16/59	<u>To Receive an Update on the Resilience Plan</u> Councillor Smith reported that it was a year since the Resilience Plan had been agreed and would need to be reviewed. The Plan would be emailed to Councillors for their consideration.	<b>AS</b>
16/60	<u>To Consider Governance</u> Consideration had been given at the Finance Committee meeting to establish a Governance Committee comprising the Chairman and Chairs of Committees. This Committee would look at standing orders for the Parish Council in the first instance and then review committees' terms of reference and paperwork. It was envisaged that this Committee would be in place for six months only.  <b><i>Resolved: To establish a Governance Committee for six months with a membership of the Chairman and Chairs of Committees.</i></b> <b><i>Resolved: Councillor Bradnam. Seconded: Councillor Deas.</i></b>	
16/61	<u>To Confirm the Date, Time and Location of the Next Meeting</u> It was noted that the date of the next meeting would be held on Tuesday 10 May 2016 at 7.00 pm.	<b>ALL</b>

There being no further business the meeting closed at 9.20 pm.

15 April 2016