

ROMANBY PARISH COUNCIL
Minutes of the Parish Council Meeting Held on Tuesday 26 May 2020
Via Zoom

Present: Chairman: Councillor S Bradnam
 Councillors: M Walton, A Smith, A Deas, K G Hardisty,
 P Broughton, P Wilkinson, J Town, S Adsett,
 D A Atkinson, N Hudson
 Clerk/RFO: A W Lambert

Min No.		Action
20/50 Public Session	<u>Public Session</u> There were no members of the public present.	
20/51 Election of Chair	<u>To Receive Nominations and Elect a Chair for the Forthcoming Year</u> Councillor Stuart Bradnam was asked to continue as Chair for the forthcoming year. Resolved: That as there were no other nominations Councillor Bradnam be appointed as Chair. Proposed: Councillor Smith. Seconded: Councillor Hardisty. The Chair signed the declaration of office and showed this to the meeting.	
20/52 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.	
20/53 Apologies / Introductions	<u>To Receive Any Apologies for Absence by an Elected Member</u> Apologies had been received from Councillor J Davies.	
20/54 Appointments	<u>To Make Appointments for the Forthcoming Year</u> Vice-Chair Councillor Angus Deas was asked to continue as Vice-Chair for the forthcoming year. Resolved: That as there were no other nominations Councillor Deas be appointed as Vice-Chair Proposed: Councillor Hardisty. Seconded: Councillor Bradnam. Committees Joint Burial Committee It was suggested that the following four Councillors be re-appointed to the JBC for continuity purposes: Councillor Kevin Hardisty Councillor Sue Adsett Councillor Malcolm Walton Councillor Peter Wilkinson Resolved: That the above Councillors continue to service on the Joint Burial Committee for the forthcoming year. Finance and Resources Committee Resolved that Councillor Malcolm Walton continue to Chair the Finance and Resources Committee. Proposed: Councillor Wilkinson. Seconded: Councillor Atkinson. Projects and Planning Committee	

	<p>Resolved: That Councillor Smith continue to Chair the Projects and Planning Committee. Proposed: Councillor Hardisty. Seconded: Councillor Walton.</p> <p>Parks and Recreation Committee There were two nominations: Councillor Jennie Town – Proposed: Councillor Broughton. Seconded: Councillor Adsett. Councillor Peter Broughton – Proposed: Councillor Town. Seconded: Councillor Hardisty. Resolved: That Councillor Broughton be elected as Chair of the Parks and Recreation Committee.</p> <p>Governance Committee The Chair explained that this Committee was made up of Chairs of all Committees.</p> <p>YLCA Representatives Resolved: That Councillor Bradnam and Councillor Adsett would be the Parish Council’s representatives on the YLCA. Proposed: Councillor Hardisty. Seconded: Councillor Broughton</p> <p>Hambleton Town and Villages Forum: Resolved: That Councillor Hudson represents the Parish Council on the Hambleton Town and Villages Forum. It was noted that the next meeting was due to be held on Thursday 4 June 2020.</p> <p>All Councillors were asked to let the Clerk know which Committees they would like to serve on.</p>	
<p>20/55 Minutes</p>	<p><u>To Approve and Sign the Minutes of the Previous Meetings</u> The minutes of the meetings held on Tuesday 10 March 2020 and Tuesday 17 March 2020 had been circulated prior to the meeting. Resolved: That both sets of minutes be approved as a correct record and signed by the Chair. Proposed: Councillor Adsett. Seconded: Councillor Deas.</p> <p>COVID-19 Decision Log In addition a log of decisions made since COVID-19 lock-down had been drawn up which covered:</p> <ul style="list-style-type: none"> ➤ Decision to refund Durham Ox Football Club with £100 for pitch fees due to non-use. ➤ Invoices and direct debits from April 2020. ➤ Invoices and direct debits from May 2020. ➤ Decision to hold a virtual annual meeting in May 2020. ➤ Decision to hold a “Stay at Home” VE Day Event at no cost to the Parish. <p>Resolved: That all of the above decisions be ratified.</p>	
<p>20/56 Matters Arising</p>	<p><u>To Consider Any Matters Arising from the Previous Meeting which have not been Signed Off</u> COVID-19 Street Warden Scheme The Street Warden Scheme publicised by the Parish Council had proved to be successful and well received with volunteers helping 92 parishioners</p>	

20/57 Policies / Standing Orders	<u>To Agree / Confirm Policies / Standing Orders</u> It was noted that the Committee Terms of Reference would need to be considered at the first meetings of Committees which possible. Policies and Standing Orders will be discussed through the Governance Committee.	
20/58 Police Report	<u>To Receive the Police Report</u> <i>Circulated: The Police report for May 2020.</i> The report was noted.	
20/59 Any other Authority	<u>To Receive a Report from any other Authority</u> There were no other reports to note.	
20/60 Governance Committee	<u>To Receive a Verbal Report from the Governance Committee</u> There was currently nothing to report through the Governance Committee.	
20/61 Finance & Resources Committee	<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 which were agreed unanimously.</i> <i>Proposed: Councillor Walton. Seconded: Councillor Atkinson.</i> To Consider the Bank Reconciliation <i>Circulated: The bank reconciliation for May 2020.</i> The following projected bank balances (31 May 2020) were noted: ➤ Community Account: £30,775.83 cr ➤ Business Premium Account: £46,652.33 cr It was noted at this point that the invoice for the ID badges covered 20 x volunteer ID badges along with badges for the two new Councillors. It was also noted that the error made by Hambleton District Council in issuing grant funding of £10,000 and then rescinded was due to the pressure of work at that time. Annual Audit for 2019 / 2020 It was noted that work was ongoing ready for the internal auditor to receive the paperwork.	
20/62 Parks & Recreation Committee	<u>To Receive a Report from the Parks and Recreation Committee</u> <i>A verbal report was received from the Parks and Recreation Committee:</i> ➤ Parks and open spaces are being kept neat and tidy. ➤ SGS has been able to undertake some work. ➤ Benches remain available for people to use as part of their daily routine. ➤ All play equipment had been taped off.	
20/63 Projects & Planning Committee	<u>To Receive a Report from the Projects & Planning Committee</u> <i>A verbal report was received from the Projects & Planning Committee:</i> ➤ The action plan is currently on hold. ➤ Work to update the Resilience Plan would be undertaken in light of the COVID-19 pandemic.	Proj. & Plann.
20/64 Joint Burial Committee	<u>To Receive a Report from the Joint Management Committee (N/A/Romanby JBC)</u> It was noted that the meeting due to be held on 2 June 2020 has been cancelled. Councillor Hardisty gave a verbal update: ➤ The cemetery was looking neat and tidy.	

	➤ The cemetery has been re-opened to the public from 9.00 – 3.00 pm and until 6.00 pm with effect from Wednesday 27 May 2020.	
20/65 Outside Organisations	<u>To Consider any Reports from Outside Organisations</u> There were no reports from outside organisations.	
20/66 Correspondence	<u>To Receive Any Correspondence and Action Taken</u> The list of correspondence received since the last meeting had been circulated and was noted.	
20/67 Member Reports	<u>To Receive any Member Reports</u> Councillor Adsett asked to express thanks to the Chair, Councillor Stuart Bradnam for his leadership over the past year. All Members agreed.	
20/68 Date of the Next Meeting	<u>To Confirm the Date, Time and Location of the Next Meeting</u> Tuesday 9 June 2020 (via Zoom if necessary) Tuesday 14 July 2020 Tuesday 8 September 2020 Tuesday 13 October 2020 Tuesday 10 November 2020 Tuesday 8 December 2020 Tuesday 12 January 2021 Tuesday 9 February 2021 Tuesday 9 March 2021 Tuesday 13 April 2021 (Annual Assembly) Tuesday 11 May 2020 (Annual Meeting) All meetings to commence at 7.00 pm.	ALL

There being no further business the meeting closed at 7.45 pm.

26 May 2020