

## Minutes of the Parish Council Meeting Held on Tuesday 10 October 2023

Present:	Chair:	Councillor S Bradnam
	Councillors:	S Adsett, J Davies, P Wilkinson, D A Atkinson, N Jones, A Everington, J Town, A Deas
	Clerk/RFO:	A W Lambert
	Public:	None
	Police:	PCSO Andy Smith

Min No.		Action
23/137 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.	
23/138 Apologies / Introductions	<u>To Receive Any Apologies for Absence by an Elected Member</u> Apologies had been received from Councillors Hardisty, Phillips, Foxton.	
23/139 Minutes	<u>To Approve and Sign the Minutes of the Previous Meeting</u> The minutes of the Parish Council meeting held on Tuesday 12 September 2023 had been circulated prior to the meeting. <b><i>Resolved: That the minutes be agreed as a correct record and signed by the Chair.</i></b>	
23/140 Matters Arising	<u>To Consider Any Matters Arising from the Previous Meeting which have not been Signed Off</u> There were no matters arising that are not covered on the agenda.	
23/141 Clerk's Report	<u>To Receive a Report from the Clerk</u> <b><i>Circulated: The Clerk's Report which included the following information:</i></b> <ul style="list-style-type: none"> <li>➤ <b>Parish Council vacancies</b> – There were currently no vacancies.</li> <li>➤ <b>Remembrance Sunday</b> – Sunday 12 November 2023 - arrangements were in place.</li> <li>➤ <b>Parks and Open Spaces:</b> <p><b>Ainderby Road Leisure Park</b> – Thank you to Brian Phillips for the offer of cutting the meadow.</p> <p><b>Harewood Chase</b> – There is a request from a parishioner to replace the post and rail fencing bordering the open space. The cost for the length required £422.56 + VAT and if continuous fencing right around the area concerned would be £1,267.68. Parish Council asked for a site visit before a decision is made.</p> </li> <li>➤ <b>Finance and Resources</b> – It was noted that Finance and Resources Committee would meet on Thursday 12 October 2023 at 6.00 pm to look at the budget for 2024 / 2025.</li> <li>➤ <b>Correspondence</b> – Highway Hedgehog Project – it was agreed not to sign up to the Project but to publicise this with schools and scout group along with social media.</li> <li>➤ <b>Planning</b> – The NY Planning Committee had put back the application to the November meeting.</li> </ul>	<p><b>Clerk</b></p> <p><b>F&amp;R</b></p>

<b>23/142 Police Report</b>	<u>To Receive the Police Report</u> The police report and Police Community News were noted. PCSE Andy Smith joined the meeting to give an update on local issues. He also explained about community surgeries that are in the pipeline. The Parish Council asked to thank him for his attendance at the meeting.	
<b>23/143 Any other Authority</b>	<u>To Receive a Report from any other Authority</u> There was no report from any other Authority.	
<b>23/144 Governance Committee</b>	<u>To Receive a Verbal Report from the Governance Committee</u> It was noted that the Governance Committee had not met.	
<b>23/145 Finance &amp; Resources Committee</b>	<u>To Receive a Report from the Finance Committee</u> <b>To Approve the Invoices Received Since the Previous Meeting</b> <i><b>Circulated: The list of invoices to be paid since the last meeting for approval.</b></i> <i><b>Resolved: That the invoices be unanimously agreed.</b></i>  <b>Bank Reconciliation</b> The bank reconciliation for October 2023 was noted.  <b>Banking Arrangements</b> There had been no response from Barclays regarding compensation to the Parish Council for their error although telephone conversations had taken place between the Clerk and Barclays Bank staff. There were still some minor issues to resolve.  <b>Staffing Review Working Group</b> The Staffing Review Working Group had met the previous Thursday to discuss a way forward and a timeline for implementation. The Chair reminded Parish Council of the Terms of Reference for the Working Group and the discussion that had taken place. It was suggested that the administrative side of the review should take place with effect from 1 January 2024 and not wait until April 2024 (subject to a suitable person being available). The Open Spaces Site Supervisor role discussions could be undertaken in slow time with a start date of Spring / Summer 2024.  <i><b>Resolved: To move on the appointment of an administrative assistant with effect from 1 January 2024.</b></i>  <b>Pavilion Working Group</b> The Pavilion Working Group had met to discuss a way forward for proposed alterations to the Pavilion. The first step would be to undertake a community consultation giving examples of what the building could be used for.  <i><b>Resolved: To draw up a consultation document to send out to residents to seek their ideas / consensus regarding the future use of the Pavilion.</b></i>	
<b>23/146</b>	<u>To Receive a Report on Parks and Recreation</u>	

<b>Parks &amp; Recreation Committee</b>	The Parks and Recreation matters had been covered in the Clerk's report. It was suggested that the Parks and Recreation Committee be resurrected with meetings to take place during the day if possible. The Clerk and Councillor Jones to do a familiarisation tour of the parks and open spaces in the next few weeks.	<b>Clerk / NJ</b>
<b>23/147 Projects &amp; Planning Committee</b>	<p><u>To Receive a Report from the Projects &amp; Planning Committee</u>  A reminder to Parish Council of the following events:  <b>Remembrance Sunday</b> – Sunday 12 November 2023 at 11.00 am at the Memorial Garden.  <b>Christmas Event</b> – Sunday 17 December 2023 at 3.00 pm at the Memorial Garden.</p> <p>It was noted that the offer of a Christmas Tree had been received from SGS.</p> <p><b>Planning</b>  The planning application list was noted with an additional planning application ZB23/01921/CLP at Broomfield House Farm.</p>	
<b>23/148 Joint Burial Committee</b>	<p><u>To Receive a Report from the Joint Management Committee (N/A/Romanby JBC)</u>  There was nothing to report at the current.</p>	
<b>23/149 Outside Organisations</b>	<p><u>To Consider any Reports from Outside Organisations</u>  There were no reports from outside organisations.</p>	
<b>23/150 Correspondence</b>	<p><u>To Receive Any Correspondence and Action Taken</u>  <b><i>Circulated: A list of correspondence received since the last meeting.</i></b>  The correspondence list was noted.</p>	
<b>23/151 Member Reports</b>	<p><u>To Receive any Member Reports</u>  <b>Old School Bell</b>  The offer of the old primary school bell was received. The Parish Council agreed to take this for safe keeping.</p> <p><b>Dog Waste</b>  It was noted that this was becoming an issue due to dark nights.</p> <p><b>Seats – War Memorial Garden</b>  A project to refurbish the seats in the Memorial Garden would take place in the Spring.</p>	
<b>23/152 Date of the Next Meeting</b>	<p><u>To Confirm the Date, Time and Location of the Next Meeting</u>  Tuesday 14 November 2023  Tuesday 12 December 2023  Tuesday 9 January 2024  Tuesday 13 February 2024  Tuesday 12 March 2024</p> <p>All meetings to commence at 7.00 pm at the Parish Office.</p>	<b>ALL</b>

There being no further business the meeting closed at 8.45 pm.

11 October 2023