

ROMANBY PARISH COUNCIL
Minutes of the ANNUAL Parish Council Meeting Held on Tuesday 11 June 2024
At Romanby Parish Office

Present: Chair: Councillor S Bradnam
Councillors: J Davies, N Jones, K G Hardisty, D A Atkinson,
S Adsett, A Everington, D Jemson, B Phillips,
A Deas
Clerk/RFO: A W Lambert
Public: Story Homes x 2
Police: None

Min No.		Action
24 / 01 Introductions	The Chair opened the meeting by welcoming everyone and introducing the two representatives from Story Homes and Deborah Jemson.	
24 / 02 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.	
24 / 03 Apologies	<u>To Receive Any Apologies for Absence by an Elected Member</u> Apologies had been received from Councillors J Town and P Wilkinson.	
24 / 04 Open Forum / Police Report	<u>To Hold Open Forum</u> The Story Homes representatives were in attendance to discuss the Arla land and their proposal to purchase the site when it comes onto the market.	
24 / 05 Minutes	<u>To Approve and Sign the Minutes of the Previous Meeting</u> The minutes of the Parish Council meeting held on Tuesday 14 May 2024 had been circulated prior to the meeting. Resolved: With an amendment to Councillor Davies name spelling that the minutes be agreed as a correct record and signed by the Chair.	
24 / 06 Matters Arising	<u>To Consider Any Matters Arising from the Previous Meeting which have not been Signed Off</u> Appointment of a Vice-Chair Resolved: That Councillor Deas be appointed as Vice-Chair for the forthcoming year. Parish Council Vacancy It was noted that an expression of interest for the Parish Council vacancy had been received from Deborah Jemson. Resolved: That Deborah Jemson be appointed to the casual vacancy on the Parish Council with immediate effect.	
24 / 07 Clerk's Report	<u>To Receive the Clerk's Report</u> Circulated: The Clerk's Report which included the following information: <ul style="list-style-type: none"> ➤ Administration ➤ Finance & Resources ➤ Parks & Recreation ➤ Correspondence 	

	<p>➤ Planning</p> <p>Resolved:</p> <p>(a) <i>To understand what is required of Councillors to undertake visual inspections of play equipment. Once this is known quarterly inspections will be considered again.</i></p> <p>(b) <i>To seek quotes for painting the play equipment.</i></p> <p>(c) <i>To write to the football club to remind them of the terms of the agreement for using Ainderby Road Leisure Park and Broomfield Park.</i></p> <p>(d) <i>That the amended AGAR figures be agreed for submitted to PKF Littlejohn.</i></p>	<p>PC Clerk</p> <p>Clerk</p> <p>Clerk</p>
24 / 08 Police Report	<p><u>To Consider the Police Report</u></p> <p>Shared: The Police report.</p> <p>At this point it was noted that the Clerk had met with PCSO Smith to discuss the outcome of the Manor Green questionnaire. The two items of concern from the questionnaire were dog waste and litter.</p> <p>Resolved: That the Police report be noted.</p>	
24 / 09 Any other Authority	<p><u>To Receive a Report from any other Authority</u></p> <p>There was no report from any other Authority.</p>	
24 / 10 Governance Committee	<p><u>To Receive a Verbal Report from the Governance Committee</u></p> <p>It was noted that the Governance Committee had not met.</p>	
24 / 11 Finance & Resources Committee	<p><u>To Receive a Report from the Finance Committee</u></p> <p>To Approve the Invoices Received Since the Previous Meeting</p> <p>Circulated: The list of invoices to be paid since the last meeting for approval.</p> <p>Resolved: That the invoices be unanimously agreed.</p> <p>Bank Reconciliation</p> <p>The bank reconciliation for June 2024 was noted.</p> <p>Year End 2023/24 (AGAR)</p> <p>Shared: The amended AGAR and Internal Auditor's Report</p> <p>Following agreement of the amended figures and receipt of the internal auditor's report, the completed paperwork would be submitted for external audit.</p> <p>Parish Telephones</p> <p>The Clerk had asked to undertake a piece of work to look at telephones and looking at the landline expense and upgrading of a mobile telephone. It was noted that the landline is in contract until December 2024. This was agreed.</p>	<p>Clerk</p> <p>Clerk</p>
24 / 12 Parks & Recreation Committee	<p><u>To Receive a Report on Parks and Recreation</u></p> <p>The Chair of the Parks and Recreation Committee reported on the following:</p> <ul style="list-style-type: none"> ➤ Broomfield Park – fencing issue – contractor informed/ ➤ Carroll Close – wet pour repair required. ➤ WMG strimming – Grass-cutting contractor to be asked if this could 	<p>Clerk</p>

	<p>be included in the contract.</p> <ul style="list-style-type: none"> ➤ Ainderby gardens sign to be repaired. ➤ War Memorial Garden gate to be repaired. 	<p>Clerk Clerk Clerk</p>
<p>24 / 13 Projects & Planning Committee</p>	<p><u>To Receive a Report from the Projects & Planning Committee</u> Planning The planning application list was noted.</p> <p>With regard to the land off Ainderby Road, the applicant is working with the land-owner on a proposed access.</p> <p>Projects D-Day Event – Thursday 6 June 2024 The D-Day event had been held and was successful.</p> <p>War Memorial Clock Tower Shared: <i>The interim structural report on the War Memorial Clock Tower had been received.</i></p> <p>It was noted that a pre-application had been submitted to the War Memorials Trust. The works required are completely in scope for possible grant funding. The short, medium and long-term recommendations of the structural report were noted.</p> <p>Resolved: <i>That the Chair and Councillors would start to undertake the work and take this forward.</i></p>	<p>Chair / Clerk / DAA</p>
<p>24 / 14 Joint Burial Committee</p>	<p><u>To Receive a Report from the Joint Management Committee (N/A/Romanby JBC)</u> The JBC meeting had taken place on Tuesday 4 June 2024. The following was noted:</p> <ul style="list-style-type: none"> ➤ The cemetery looks good and keeping on top of the grass-cutting. ➤ Maintenance work to the compound is ongoing. ➤ The Assistant Caretaker has submitted his notice to finish at the end of June. Work is ongoing to resolve this gap with volunteers. ➤ The cemetery staff and Clerk are now employed by Northallerton Town Council. The North Yorkshire Pension Scheme has informed the JBC that the scheme has been terminated. The surplus has been valued at £51,300. The Pension Scheme has been asked by the JBC through a business case to pay back the surplus. ➤ Drainage work should be completed by the time the Assistant Caretaker leaves. 	
<p>24 / 15 Outside Organisations</p>	<p><u>To Consider any Reports from Outside Organisations</u> There was nothing to report from outside organisations.</p>	
<p>24 / 16 Correspondence</p>	<p><u>To Receive Any Correspondence and Action Taken</u> Circulated: <i>A list of correspondence received since the last meeting.</i> The correspondence list was noted. Some correspondence had been dealt with under the Clerk's report.</p>	
<p>24 / 17 Member Reports</p>	<p><u>To Receive any Member Reports</u> There were no Member reports.</p>	

24 / 18 Date of the Next Meeting	<u>To Confirm the Date, Time and Location of the Next Meeting</u> Tuesday 9 July 2024 commencing at 7.00 pm. All meetings to commence at 7.00 pm at the Parish Office.	ALL
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There being no further business the meeting closed at 8.40 pm.

June 2024