

ROMANBY PARISH COUNCIL
Minutes of the ORDINARY Parish Council Meeting Held on
Tuesday 10 June 2025
At Romanby Parish Office

Present: Chair: Councillor S Bradnam
Councillors: K G Hardisty, S Adsett, N Jones, J Davies,
P Wilkinson, D Jemson, D A Atkinson, J Town
A Everington, A Deas
Clerk/RFO: A W Lambert
Admin. Assistant: S Gannaway
Public: None
Police: None

Min No.		Action
25 / 94 Introductions / Welcome	The Chair welcomed everyone to the meeting and introduced Susan Gannaway the new Administrative Assistant.	
25 / 95 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.	
25 / 96 Apologies	<u>To Receive Any Apologies for Absence by an Elected Member</u> Councillors B Phillips.	
25 / 97 Open Forum	<u>To Hold Open Forum</u> Nothing to report.	
25 / 98 Minutes	<u>To Approve and Sign the Minutes of the Previous Meeting</u> The minutes of the Parish Council meeting held on Tuesday 13 May 2025 had been circulated prior to the meeting. Resolved: That the minutes be agreed as a correct record and signed by the Chair.	
25 / 99 Matters Arising	<u>To Consider Any Matters Arising from the Previous Meeting which have not been Signed Off</u> Committees The Chair had asked Council Members to inform the Clerk which committees they wished to be part of.	
25 / 100 Clerk's Report	<u>To Receive the Clerk's Report</u> Circulated: The Clerk's Report which included the following information: Finance and Resources Staffing As discussed, Susan Gannaway had been appointed as Administrative Assistant. Susan will commence her role w/c 16 June 2025. Telephone / Broadband / Mobile The Clerk had undertaken a review of the telephone, broadband and mobile costs and outlined the new charges which was a reduction of costs. Projects	

	<p>A report on the work to the War Memorial Clock was noted.</p> <p>It was suggested at this point that the Projects and Planning Committee should meet. The Clerk to send out dates.</p>	Clerk
25 / 101 Police Report	<p><u>To Consider the Police Report</u></p> <p>It was noted that the May police report and local news had been received and was noted.</p>	
25 / 102 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>	
25 / 103 Governance Committee	<p><u>To Receive a Report from the Governance Committee</u></p> <p>It was noted that the Governance Committee had not met.</p>	
25 / 104 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 <i>Circulated: The list of invoices to be paid since the last meeting for approval.</i> <i>Resolved: That the invoices be unanimously agreed.</i></p> <p>Bank Reconciliation The bank reconciliation for June 2025 was noted.</p> <p>Year End 2024/2025 The AGAR and Internal Audit report would be available at the next meeting.</p> <p>Finance Committee Meeting The next meeting to take place on Friday 25 July 2025 at 9.30 pm at the Parish Office.</p>	
25 / 105 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> <p>Harewood Chase The work to the wet pour had been completed to a high standard. The Chair of Parks and Recreation to ask the contractor to do the other areas discussed at an earlier meeting. It was also noted that some work to trees at Harewood Chase. The Clerk to inform the contractor to undertake the work.</p> <p>Oak Tree Drive It was noted that there was a hedge overgrowing the footpath at Oak Tree Drive. The Clerk to inspect and report to the contractor.</p> <p>The Green It was noted that the growth on a tree near a footpath would need to be cut back as a matter of urgency. The Clerk to check with planning as to whether this work could be undertaken prior to a planning application.</p> <p>Ainderby Road Leisure Park It was noted that there had been some graffiti at Ainderby Road Leisure</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	Park. The Clerk to ask the caretaker to remove as soon as possible.	Clerk
25 / 106 Projects & Planning Committee	<p><u>To Receive a Report from the Projects & Planning Committee</u> Planning The planning application list was noted.</p> <p>It was noted that the Chair and Clerk had met with Lovell Homes to discuss a planning application for a proposed development at the Arla site. Councillor Town declared an interest in this item. The Parish Council looked at the proposed plans and discussed concerns. It was noted at this point that there had been no planning application submitted. The Chair explained that once the planning application is received the Parish Council could then survey the parishioners for their collective views. These would then be considered at a Parish Council meeting and a response submitted.</p> <p>War Memorial Clock Further testing of the brick had been undertaken by the contractor. A new quote for the mechanism would be sought.</p> <p>Local Council Award Scheme The Chair and Clerk had attended an online meeting to seek information about the Local Council Award Scheme. The cost to start the work would be £50. Resolved: To take this forward and apply to do the Award Scheme (Bronze)</p>	
25 / 107 Joint Burial Committee	<p><u>To Receive a Report from the Joint Management Committee (N/A/Romanby JBC)</u> Shared:</p> <ul style="list-style-type: none"> ➤ The minutes of the JBC meeting held on 4 March 2025 ➤ The agenda for the meeting held on 3 June 2025 ➤ The draft minutes of the JBC Annual meeting held on 3 June 2025 <p>Councillor Hardisty reported on the annual meeting where he had been elected as Chair for the forthcoming two years and Councillor Holmes elected as Vice-Chair. A cemetery lodge inspection had taken place with some work to do. The annual audit would take place the next day. The budget for projects had been increased to take into consideration the long-term situation at the cemetery. The next meeting will take place in September.</p>	
25 / 108 Outside Organisations	<p><u>To Consider any Reports from Outside Organisations</u> There were no reports.</p>	
25 / 109 Correspond- ence	<p><u>To Receive Any Correspondence and Action Taken</u> Circulated: A list of correspondence received since the last meeting. The correspondence list was noted.</p>	
25 / 110 Member Reports	<p><u>To Receive any Member Reports</u> Councillor Photos A reminder for Councillors to send in their photos for the Parish Council</p>	

	website.	
25 / 111 Date of the Next Meeting	<u>To Confirm the Date, Time and Location of the Next Meeting</u> Tuesday 8 July 2025 commencing at 7.00 pm – Apologies Councillor Atkinson. All meetings to commence at 7.00 pm at the Parish Office.	ALL

There being no further business the meeting closed at 8.20 pm.

June 2025