

ROMANBY PARISH COUNCIL
Minutes of the ORDINARY Parish Council Meeting Held on
Tuesday 13 May 2025
At Romanby Parish Office

Present: Chair: Councillor S Bradnam
Councillors: K G Hardisty, S Adsett, N Jones, J Davies,
P Wilkinson, D Jemson
Clerk/RFO: A W Lambert
Public: None
Police: None

Min No.		Action
25 / 73 Introductions / Welcome	The Chair welcomed everyone to the meeting.	
25 / 74 Election of Chair	<u>To Receive Nominations and Elect a Chair for the Forthcoming Year</u> Resolved: That Councillor Bradnam be elected as Chair for the forthcoming year. The Chair signed the declaration of office.	
25 / 75 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 / 76 Apologies	<u>To Receive Any Apologies for Absence by an Elected Member</u> Councillors B Phillips, D A Atkinson, J Town, A Everington, A Deas.	
25 / 77 Appointments	<u>To Make Appointments for the Forthcoming Year</u> Vice-Chair: Councillor A Deas JBC: Councillors Adsett, Hardisty, Davies, Wilkinson Finance & Resources: Councillor D A Atkinson (Chair) Parks & Recreation: Councillor N Jones (Chair) Projects & Planning: To resurrect – discussion at next meeting Governance: Chairs of Committees YLCA Representatives: Councillors Bradnam. Second Councillor representative for discussion.	
25 / 78 Open Forum	<u>To Hold Open Forum</u> Nothing to report.	
25 / 79 Minutes	<u>To Approve and Sign the Minutes of the Previous Meeting</u> The minutes of the Parish Council meeting held on Tuesday 8 April 2025 had been circulated prior to the meeting. Resolved: That the minutes be agreed as a correct record and signed by the Chair.	
25 / 80 Matters Arising	<u>To Consider Any Matters Arising from the Previous Meeting which have not been Signed Off</u> There were no matters arising.	
25 / 81 Policies / Standing Orders	<u>To Agree / Confirm Policies / Standing Orders / Financial Regulations</u> Shared: The draft Standing Orders, Financial Regulations and Reserves Policy.	

	<i>Resolved: That the Standing Orders, Financial Regulations and Reserves Policy be agreed.</i>	
25 / 82 Clerk's Report	<p><u>To Receive the Clerk's Report</u> <i>Circulated: The Clerk's Report which included the following information:</i> Finance and Resources Staffing It was noted that the closing date for the administrative assistant role had now passed. One application had been received which will be taken forward for interview.</p> <p>Year End 2025 It was noted that the year end audit would be due with the external auditor by 1 July 2025.</p> <p>Finance Committee A Finance Committee would be arranged for the end of June / start of July 2025.</p> <p>Projects A report on the work to the War Memorial Clock was noted.</p>	
25 / 83 Police Report	<p><u>To Consider the Police Report</u> It was noted that the April police report had been received and was noted.</p>	
25 / 84 Any other Authority	<p><u>To Receive a Report from any other Authority</u> There was no report from any other Authority.</p>	
25 / 85 Governance Committee	<p><u>To Receive a Verbal Report from the Governance Committee</u> It was noted that the Governance Committee had not met.</p>	
25 / 86 Finance & Resources Committee	<p><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.</i> <i>Resolved: That the invoices be unanimously agreed.</i></p> <p>Bank Reconciliation The bank reconciliation for May 2025 was noted.</p> <p>Year End 2024/2025 This had been discussed earlier in the meeting.</p>	
25 / 87 Parks & Recreation Committee	<p><u>To Receive a Report on Parks and Recreation</u> <i>Shared: A report from the Parks and Recreation Committee held on 9 May 2025 along with a draft action plan.</i></p> <p>The Chair of the Parks and Recreation Committee reported on the following:</p> <ul style="list-style-type: none"> ➤ The draft action plan which highlighted the urgent areas for consideration. ➤ The bench at the War Memorial Garden requires moving due to the 	

	<p>bird mess.</p> <p>Resolved: (a) To go ahead with the wet pour at Harewood Chase only for the time being. (b) To seek a quote for the bench move in the War Memorial Garden.</p>	Clerk
25 / 88 Projects & Planning Committee	<p><u>To Receive a Report from the Projects & Planning Committee</u> Planning The planning application list was noted.</p> <p>VE Day Event The Parish Council asked to thank the Cahir for organising the VE Day Event which went well and well supported. Positive comments had been received.</p> <p>Staffing This had been discussed earlier in the meeting.</p>	
25 / 89 Joint Burial Committee	<p><u>To Receive a Report from the Joint Management Committee</u> (N/A/Romanby JBC) Councillor Hardisty reported that the next meeting would be the AGM to be held on Tuesday 3 June 2025. The cemetery was looking tidy.</p>	
25 / 90 Outside Organisations	<p><u>To Consider any Reports from Outside Organisations</u> There were no reports.</p>	
25 / 91 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 / 92 Member Reports	<p><u>To Receive any Member Reports</u> Parking – The Green It was noted that a wagon had parked on The Green. This would be reported.</p> <p>Bench It was noted that the bench outside Station Cottages would need replacing.</p> <p>Mill Lane Bridge The state of the footpaths under Mill Lane bridge had been reported. Work to alleviate the pigeon waste would be undertaken within 30-50 weeks.</p>	
25 / 93 Date of the Next Meeting	<p><u>To Confirm the Date, Time and Location of the Next Meeting</u> Tuesday 10 June 2025 commencing at 7.00 pm.</p> <p>All meetings to commence at 7.00 pm at the Parish Office.</p>	ALL

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

May 2025