

**ROMANBY PARISH COUNCIL**  
**Minutes of the Parish Council Meeting Held on Tuesday 14 March 2017**  
**at the Parish Office/Meeting Room**

Present: Chairman: Councillor S Bradnam  
Councillors: M Walton, M West, P Wilkinson, A Deas, D A Atkinson,  
S Adsett, K G Hardisty  
Clerk/RFO: A W Lambert  
Public: County Councillor David Blades

Min No.		Action
17/31	<u>Public Session</u> Councillor Wilkinson asked County Councillor Blades for an update on the Bluestone Ground and the proposed car park. It was noted that there was currently no update and the issue was currently with Sport England for their consideration.	
17/32	<u>To Note Any Declarations of Business (or other) Interests by Elected Members</u> There were no declarations of business or other interests.	
17/33	<u>To Receive Any Apologies for Absence by an Elected Member</u> Apologies had been received from Councillors: R Riggs, A Smith and A Widdowson.	
17/34	<u>To Approve and Sign the Minutes of the Previous Meeting</u> The minutes of the meeting held on Tuesday 14 February 2017 were agreed as a correct record and signed by the Chairman. <b>Proposed: Councillor Deas. Seconded: Councillor Hardisty.</b>	
17/35	<u>To Consider Any Matters Arising from the Previous Meeting which have not been Signed Off</u> <b>Farndale Avenue Play Equipment</b> It was noted that no response had been received from Streetscape regarding the query on the new piece of play equipment in Farndale Avenue.	Clerk
17/36	<u>To Receive a Report from the Police</u> <b>Circulated:</b> A written report from the Police. It was noted that there had been no reported crime in the Parish during the previous month.	
17/37	<u>To Receive a Report from the Governance Committee</u> The Chairman reported that work was ongoing out of committee with the Asset Register being populated and a Publication Scheme and Equalities Policy being drawn up. The next meeting of the Governance Committee will take place on 3 May 2017.	
17/38	<u>To Receive a Report from the Finance Committee</u> <b>To Approve the Invoices Received Since the Previous Meeting</b>  <b>Circulated: The list of invoices to be paid since the last meeting for approval which were agreed unanimously.</b> <b>Proposed: Councillor Walton. Seconded: Councillor Adsett.</b>  <b>Finance &amp; Resources Committee</b> <b>Circulated: The minutes of the Finance &amp; Resources Committee held on</b>	

	<p><b>Thursday 9 March 2017. The following was noted:</b></p> <ul style="list-style-type: none"> <li>➤ The Finance &amp; Resources Committee proposed that the merger of the two wards should be put on hold due to the cost implication. This was agreed.</li> <li>➤ The rental agreement for the JBC had been completed.</li> <li>➤ The financial position to 9 March 2017 had been noted and minor suggestions made following the quarterly financial control check.</li> <li>➤ The contracts for the Caretaker, Litterpicker and Gate Keeper were considered and the Chairman would draw up draft amended contracts for approval.</li> <li>➤ The Risk Register was considered and agreed as far as financial aspects were concerned.</li> <li>➤ An updated list of approved contractors was considered and agreed.</li> <li>➤ The electrical contractor to be asked to undertake the PAT testing of the Pavilion / Parish Office.</li> </ul> <p><b>Bank Reconciliation</b>  <b>Circulated: The bank reconciliation covering the period to Tuesday 14 March 2017.</b>  The Chairman explained his work with YLCA to seek best practice with regard to the amount of reserves.</p>	<p><b>MW</b></p> <p><b>Clerk</b></p> <p><b>SB</b></p>
17/39	<p><u>To Receive a Report from the Parks and Recreation Committee</u>  The Parks &amp; Recreation Committee had met on Thursday 26 January 2017 and the following was noted:</p> <ul style="list-style-type: none"> <li>➤ Councillor West asked to acknowledge the work undertaken by Dave Rawson over the past few years and thanks were expressed to him.</li> <li>➤ Park Lane Playgrounds had inspected the play equipment and the work required would be put out to tender with some to be undertaken by the handyman contract. It is estimated that the cost may be around £1500 - £2000.</li> <li>➤ The grasscutting for the War Memorial Garden was discussed and it was proposed that an advert be placed for somebody to undertake the grasscutting on a weekly basis.</li> <li>➤ It was proposed that the moss and debris on the surfacing of the play parks be removed by the handyman contract.</li> </ul> <p><b>Resolved:</b></p> <p>a) <b><i>That estimates be sought for the repairs to the play equipment with some of the work to be undertaken by the handyman contract.</i></b>  <b>Proposed: Councillor West. Seconded: Councillor Adsett.</b></p> <p>b) <b><i>That an advert be placed for the grasscutting at the War Memorial Garden the work consisting of 36 cuts on a weekly basis at £10.00 per hour.</i></b>  <b>Proposed: Councillor West. Seconded: Councillor Hardisty.</b></p> <p>c) <b><i>That the moss and debris be removed from the safety matting at the play parks.</i></b>  <b>Proposed: Councillor West. Seconded: Councillor Deas.</b></p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p>
17/40	<p><u>To Receive a Report from the Projects &amp; Planning Committee</u>  <b>Circulated: The minutes of the meeting held on Thursday 2 March 2017. The following was noted:</b></p> <ul style="list-style-type: none"> <li>➤ Councillor Hardisty would meet with the Clerk to arrange for the</li> </ul>	

	<p>appropriate forms to be completed to enable the signage to be taken forward.</p> <ul style="list-style-type: none"> <li>➤ The Youth Council / Youth Award projects would be discussed with Northallerton School pupils in the Autumn term.</li> <li>➤ Work was ongoing with the WWI Beacons of Light project.</li> <li>➤ The Community Speed Watch project would be taken forward once the officer could attend a meeting.</li> <li>➤ Work to bring together professionals to meet regarding the issue of parking on The Green was ongoing.</li> <li>➤ The Risk Register had been discussed and signed off.</li> </ul>	<p><b>KGH/ Clerk</b></p> <p><b>SB/AS RB</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p>
17/41	<p><u>To Receive a Report from the Joint Management Committee (N/A/Romanby JBC)</u></p> <p>A JBC meeting had been held the previous week. The tendering procedure for the memorial garden was ongoing along with work on the drainage issues. It was noted that minutes of JBC meetings would be sent to the Parish Council for information.</p>	
17/42	<p><u>To Consider Any Other Reports from Committees or Representatives to Outside Organisations</u></p> <p>There were no other reports to note.</p>	
17/43	<p><u>To Receive Any Correspondence and Action Taken</u></p> <p>The list of correspondence received since the last meeting had been circulated and was noted.</p> <ul style="list-style-type: none"> <li>➤ The correspondence from the Rotary Club regarding a bench which they wished to transfer to the Parish was considered. It was agreed that the Parish Council would take the bench but would ask if consideration could be given to it being placed in the Memorial Garden at the Parish Office rather than the War Memorial Garden.</li> <li>➤ Community Awards Presentation evening – Councillors were asked if they wished to attend.</li> </ul>	<p><b>Clerk</b></p> <p><b>ALL</b></p>
17/44	<p><u>To Consider Any Other Business</u></p> <p><b>Councillor Resignation</b></p> <p>The Chairman asked that thanks be expressed to Dave Rawson for his work on the Parish Council. At this point consideration was given to the vacant roles of Vice-Chair of the Council and Chair of the Parks and Recreation Committee.</p> <p><b>Chair of Parks &amp; Recreation Committee</b></p> <p>One nomination had been received from Councillor Riggs. As there were no other nominations he was duly elected.</p> <p><b>Proposed Councillor Bradnam. Seconded: Councillor Wilkinson.</b></p> <p><b>Vice-Chair of Parish Council</b></p> <p>One nomination was received from Councillor Deas. As there were no other nominations he was duly elected.</p> <p><b>Proposed: Councillor Walton. Seconded: Councillor Hardisty.</b></p>	
17/45	<p><u>To Confirm the Date, Time and Location of the Next Meeting</u></p> <p>The date of the next meeting was discussed.</p> <p><b>Resolved: That the date be changed to Thursday 6 April 2017 starting with the Annual Assembly with the Projects &amp; Planning Committee</b></p>	

	<b><i>meeting moving to Tuesday 11 April 2017 subject to the Chair's availability.</i></b>	<b>ALL</b>
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There being no further business the meeting closed at 8.30 pm.

14 March 2017