



Appleton Wiske Parish Council

MINUTES of the Ordinary Meeting held in the Village Hall on Monday 5 February 2024 commencing at 7.30 pm.

PRESENT: Councillors – Richard Hauserman (RH) – Chair, Ken Blackwood (KB), Richard Johnson (acting RFO) (RJ), Jackie McReddie (JMc), Susan McDonnell (SM), Derek Partington, Shirley Duffield

CLERK: Amanda Lambert (AWL)

IN ATTENDANCE: Cllr. Annabel Wilkinson (NY Councillor)

1	Public Participation – There were no members of the public present.	Action
2	Apologies and approval for absence – There were no apologies.	
3	Dispensations and Declarations of Interest – None.	
4	Approval of Minutes of the previous meeting <i>Resolved: That the minutes of the meeting held on Monday 8 January 2024 were agreed as a correct record and signed by the Chair.</i> It was noted at this point that the December minutes still required an amendment. The Clerk to undertake this before the next meeting.	Clerk
5	Ongoing Issues:	
a)	New Noticeboard Two quotations had now been received for installation of the noticeboard. <i>Resolved: That the quotation for £168 from MPS Joinery be accepted.</i>	DP
b)	A19 Bridge It was noted that work had been undertaken on the bridge.	
c)	Newsletter There was discussion about how many newsletters should be sent per year along with the budget. <i>Resolved:</i> <i>a) That the newsletter be sent to parishioners twice a year in early December and one in the summer.</i> <i>b) That the budget for the newsletter should be £150 per issue with sponsorship to be sought.</i>	


Minutes approved on
Chair's signature

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	c) <i>JM to contact other groups within the community for items for the newsletter.</i>	JM
6	Business Matters:	
a)	<u>Tree Survey</u> It was noted that two quotations had been received for the tree Survey, one for £840 and one for £600. <i>Resolved: KB to look at both quotations in more details.</i>	KB
b)	<u>Procurement Procedure</u> Following KB's work on a Procurement Procedure, Councillors had considered whether this was necessary. <i>Resolved: Not to hold a Procurement Procedure for the Parish Council.</i>	
c)	<u>Annual Assembly</u> <i>Resolved: That the Annual Assembly 2024 to take place on 22 April 2024 at 7.00 pm with refreshments available. Thought to be given to the structure of the evening.</i>	AWPC
d)	<u>Business Continuity Plan</u> The Parish Council considered the next steps for drawing up a Business Continuity Plan. Work had already been undertaken to look at examples of a Plan. <i>Resolved: That RH, RJ and the Clerk would take this forward.</i>	RH / RJ / Clerk
e)	<u>Garages Ownership</u> It was noted that feedback was awaited from North Yorkshire Council.	
f)	<u>Bin Storage on Village Green</u> Consideration was given regarding a letter to residents. This to be put on hold for the time being.	
7	Correspondence:	
	All general correspondence had been circulated to Parish Council members.	
	Councillors were invited to sign up to YLCA for their updates and notifications.	AWPC
8	D-Day Arrangements	
	The date for the D-Day celebrations was 6 June 2024. Consideration would be given to arrangements with the item to continue to be on the agenda for future meetings.	
9	Planning:	
a)	It was noted that the NYC Planning Portal was to be reviewed.	
b)	Feedback was received on the NYC Planning meeting – DP to circulate his notes to the Parish Council.	DP

c)	ZB23/01373/OUT – Shorthorn – letter to be sent to the Planning Authority. The draft letter was considered and agreed.	Clerk
10	Financial Matters:	
a)	<u>Santander Bank accounts status:</u> i) Current account balance at 27 January 2024 - £285.50 – noted. ii) Savings account balance at 27 January 2024 - £19,807.42 – noted. CIL Funding ring-fenced at £7,463.21. It was noted that there was still an issue with Santander and the signatories. Work to resolve this was ongoing by KB.	
b)	<u>Lloyds Bank account status:</u> Current account as at 27 January 2024 - £10.00 – noted.	
c)	<u>CIL Funding</u> Discussion took place regarding using CIL funding to improve the Village Green. Other ideas for using the CIL funding were the noticeboard and a new gazebo. Councillors were asked to consider this before the next meeting.	AWPC
d)	<u>Grasscutting</u> It was suggested that the Parish Council asks the contractor whether he is able to pick up the grass cuttings during the early cuts.	JM
e)	<u>Invoices paid:</u> There had been no invoices paid since the previous meeting.	
f)	<u>Payments received:</u> It was noted that no payments had been received.	
g)	<u>Invoices to pay:</u> North Yorkshire Council – printing of newsletter - £150. Resolved: That the above payment be approved.	
11	Reports:	
a)	<u>Police Report</u> The Police report was noted.	
b)	<u>Clerk's Report</u> ➤ Work to go through emails was noted. ➤ The Chair's log-in details for YLCA had been requested. ➤ The NYC Locality Budget form had been completed and sent to NYC.	
c)	<u>NYC Councillor Report</u> ➤ Update on NYC short, medium and long-term flooding strategy. ➤ Work to review the NYC Parish Portal was ongoing. ➤ Work was ongoing on the 20 mph speed limit. ➤ NYC budget setting would take place over the coming weeks. ➤ Flooding at Deighton was noted.	
d)	<u>AWPC Councillors' Reports</u> ➤ The defibrillator pads need to be changed, the cost of which would be approximately £55. To be on the agenda for the next meeting.	Clerk

	<ul style="list-style-type: none"> ➤ It was noted that Mowbray Doctors' Surgery had reduced its hours to once per month. It was suggested that a letter be sent from the Parish Council and that a list of dates be placed on the noticeboard. ➤ It was noted that the Education Foundation Trust will pay 50% of 16-19 funding for travel for two young people. It was also noted that Trustees were required for the Board. Funding had also been given to Appleton Wiske Primary School, Pre-School and Cubs. It was suggested that publicity about the EFT be included in the next newsletter. 	
12	Date and time of next meeting - Monday 4 March 2024 at 7.30 pm.	
	Future Agenda Items: <u>March</u> Village Tubs Safety Matting / Bench Defibrillator Pads <u>April</u> Appleton Wiske Bridge	
	The meeting closed at 9.40 pm	
	Minutes prepared by AWL for RH.	

Minutes approved on
Chair's signature  4/3/2024