

**MINUTES of the Ordinary Meeting held in the Village Hall on Monday 6th January 2025 commencing at 7.30 pm.**

**PRESENT:** Councillors – Ken Blackwood (KB) – Chair, Richard Johnson (acting RFO) (RJ), Shirley Duffield (SD), Richard Hauserman (RH), Duncan Rogers (DR)

**CLERK:** Michelle Thompson (MT)

**NYC:** Apologies received.

**IN ATTENDANCE:** None

|  |  |  |
| --- | --- | --- |
| **1** | **Public Participation**  None | **Action** |
| **2** | **Apologies Received**  Cllr Derek Partington, Cllr Jackie McReddie (JMcR), |  |
| **3** | **Dispensations and Declarations of Interest**  None |  |
| **4** | **Approval of Minutes of the previous meeting**:  Monday 2nd December 2024approved. |  |
| **5** | **Matters Arising:** | |
| 1. a) | **New Noticeboard:** Cllr JMcR is still awaiting a quote to lower the height of the new noticeboard. | **JMcR** |
| 1. c) | **Broadacre Garage:** Broadacres will provide formal approval and conduct drive by visits. There are no requirements for building control. Work will be subject to health and safety requirements.  **Resolved:** Cllr KB to update on progress | **KB** |
| 1. e) | **Parish Emails (.gov.uk)**  Durham Assoc will provide a quote.  **Resolved:** Cllr KB to ensure the Council is still eligible for the transition grant from gov.uk | **KB** |
|  | **Cloud Storage**  Several options were discussed including the current website, google drive and one drive.  **Resolved:** Cllr KB and MT to explore the easiest option for Cllrs. | **KB/MT** |
|  | **VE Day:**  Discussions regarding ideas and costings ensued.  **Resolved**: Cllr SD to provide a budget. | **SD** |
| 1. h) | **Mowbray Energy Storage:**  The Council will await the planning application before deciding on a course of action. |  |
|  | **Village Green Grass Cutting Contract:**  Several organisations have shown an interest in tendering for the contract. A decision will be made once the applications have been discussed at the Council meeting in February. |  |
|  | **Road Sweeper Timings:**  No response from Streetscene yet. |  |
|  | **Resilience Planning:**  Cllr KB is gathering a list of practical numbers more local to the village such as those in possession of generators and chainsaws.  **Resolved**: After additions from Cllr KB, version 1 to a be put forward for approval at the February meeting. | **KB** |
|  | **Business Continuity Plan:**  All current passwords to be verified and shared with the Council Chair, Vice Chair and Clerk. | **KB/MT** |
|  | **School Flowerbed:**  After discussions with the school, the flowerbed will be included in future grounds maintenance. In addition, a car parking sign for the playing field when extra parking is needed was proposed.  Resolved: Cllr KB to obtain a signage quote. | **KB** |
| **6** | **Reports** | |
| 1. a) | **North Yorkshire Councillor**  No further updates were provided at this time. |  |
| 1. b) | **Police**  Report received and noted. |  |
| 1. c) | **AWPC Clerk**  No further updates were provided at this time. |  |
| **7** | **Business Matters:** | |
| 1. a) | **ARA Park Benches:**  The purchase of two benches, £265 each plus VAT, were discussed and agreed. **Resolved:** Clerk to contact ARA and confirm agreement. | **Clerk** |
| 1. c) | **Precept 2025 – 2026:**  Approved and submitted | **RJ** |
|  | **Policies and Procedures:**  For review and approval at February meeting:  i. Standing Orders  ii. Financial Regulations  iii. Code of Conduct  **Resolved:** Any amendments to be sent to the Clerk before the next meeting | **Clerk** |
|  | **Tree Planting:**  **A discussion took place regarding the number of trees needed to replace those lost and the potential planting locations; however, no consensus was reached.** |  |
|  | **Installation of 20 mph signs:**  **NYC Highways have responded with a plan of where the 7 signs will be sited. Installation dates not yet confirmed.** |  |
|  | **Rounton Footpath:**  **Cllr SD reported that the bank erosion and the footpath are included in North Yorkshire County Council's work schedule and will be repaired separately, though a specific date for the repairs has not yet been confirmed. Additionally, one of the stiles along the route requires repair. Cllr KB volunteered to undertake the repair work.**  **Resolved: Cllr KB to assess the necessary repairs for the stile.** | **KB** |
|  | **Spinney Court sign:**  **Cllr RH confirmed the missing road sign will be installed this month.** |  |
|  | **Future Newsletters:**  **Cllrs approved an additional 20 copies to be printed, with future orders increased to 250 to ensure coverage of all households and surrounding farms.** |  |
| **8** | **Correspondence:** | |
|  | None |  |
| **9** | **Planning**: | |
|  | **To Consider Planning:**   1. **ZB23/01880/FUL**: Construction of nine dwellings, Village Farm – awaiting update 2. **ZB24/02268/MRC**: Pasture House, Hornby Road, Appleton Wiske - Application for variation of condition 2 (drawings) - windows and garage door for Plot 1 for previously approved application 20/02642/FUL - noted 3. **ZB24/02269/MRC:** Ryegrass House Hornby Road Appleton Wiske - Retrospective application for variation of condition 2 (drawings) - changes to dormer windows and doors for previously approved application 20/02643/FUL - noted | **DP** |
| 10 | **Financial Matters:** | |
| 1. a) | **Santander Bank Accounts Status**   1. Current Account Balance - £4,385.97 2. Savings Account Balance – £29,650.07 |  |
| 1. b) | **Lloyds Bank Account Status**   1. Current Account – £10 2. Proposal to cancel Lloyds Bank Account due to new charges:   It was proposed to continue using the account and begin utilising it with the precept payments.  **Resolved:** The Clerk and Chair will take the necessary steps to move this forward. | **KB/MT** |
| 1. c) | **Invoices Paid:**   1. Village Hall – November - £16.00 2. Village Hall – September - £24.00 |  |
| 1. d) | **Payments Received**:   1. ARA - Playing Field Grass Cutting - £160.00 2. ARA - Play Area Surface - £14,850.00 (transferred to savings account pending approval of completion of work) - 3. Santander Interest - £192.89 |  |
| 1. f) | **Allotment Rents Received:**  N/A |  |
|  | **Invoices to issue:**   1. NYC Urban Grass Cutting: £81.34 |  |
| 1. g) | **Invoices to pay:**   1. YLCA – Planning System Part 1 webinar - £26.30 2. Paul Robson - £192.00 3. Payroll - £766.88 4. HMRC - £0.60 prior underpayment 5. Whitegates Christmas Tree - £160 6. NYC Print room - Newsletters £120 | **KB** |
| **11** | **Member Reports** | |
|  | **To Receive Member Reports:**   1. **Cllr RJ** reported that the defibrillator requires a new bracket, costing over £100, and raised the question of who is responsible for the electrical connection. Cllr RJ will contact Highways for further information. 2. **Councillors Discussion** – It was proposed that the Clerk should handle all correspondence, with Councillors sending details to the Clerk and ensuring all communication is submitted formally. 3. **Cllr KB** noted that the dog waste signs in The Paddock need replacing and requested new signs. | **RJ**  **KB** |
| **12** | **Date and time of next meeting:**  Monday 3rd February 2025 at 7.30 pm. | |
|  | **The meeting closed at 9.30 pm** |  |
|  | **Minutes prepared by MT for KB.** |  |