**WHORLTON PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL**

**AT 7.30PM ON WEDNESDAY 19TH MAY 2021**

PRESENT: Steve Brisley, Dolly Hannon (Chair), and Alistair Wright.

ALSO PRESENT Clerk: Angela Livingstone, Four residents, Cllr Hugill advised he would arrive late (part time).

Due to covid-19 restrictions residents had been asked to register in advance for the meeting and social distancing requirements were adhered to.

21.1 **TO RECEIVE APOLOGIES and approve reasons for absence and receive any declarations of interest**

21.1.1 There were apologies for absence from Howard Tribick and Jenny Tribick. Cllr Griffiths had also informed that he was unable to attend the meeting. Apologies were accepted. there were no declarations made.

21.2 **ELECTION OF CHAIR AND VICE CHAIR FOR WHORLTON PARISH COUNCIL**

21.2.1 **ELECTION OF CHAIR:**

 Cllr Wright proposed Cllr Hannon to continue as Chair of the Parish Council. This was seconded by Cllr. Brisley.

 **Resolved** Cllr Hannon accepted the position and was appointed as Chair. Declaration of office to be signed. Cllr Hannon chaired the meeting.

21.2.2 **ELECTION OF VICE CHAIR:**

 Cllr Brisley proposed Cllr Wight to continue as Vice Chair. This was seconded by Cllr Hannon.

**Resolved** Cllr Wright accepted the position and was appointed Vice Chair.

21.3 **CODE OF CONDUCT**

The Chair stated that the new document circulated from LGA was more detailed and offered greater clarity. It specified how councillors should engage and talked about the need for respect and behaviour in meetings. **Resolved:** Councillors adopted the document and asked that this be added to the website.

 **ACTION: Clerk**

21.4 **TO CONFIRM THE MINUTES OF THE MEETING HELD ON 17 MARCH 2021 AS A TRUE AND CORRECT RECORD**

21.4.1 The minutes of the meeting of the 17 March 2021 were proposed as correct and approved, these would be signed by the Chair and the Clerk would add to the council website. **ACTION: Clerk**

21.5 **PUBLIC FORUM** - Four members of the public were present but had no matters to bring forward.

21.6 **TO RECEIVE INFORMATION ON MATTERS ARISING FROM THE MINUTES** – All matters covered on agenda.

21.7 **PLANNING APPLICATIONS**

 An application had just been received for Glebe House, this was near Ingleby Arncliffe, Councillors agreed that there were no concerns regarding the application.

21.8 **CLERKS AND CORRESPONDENCE REPORT**

21.8.1 The Clerk had forwarded correspondence received:

 -Notification from NYMNPA of request for tree works 15 Garbutt Lane, - one tree and approval details.

-NYCC road closure Ellers/Goldgate Lane

 -NYMNPA Old Highway sign – email received that funding was being sought, there was a question on the position of the sign. All present agreed of concern of this being stolen if visible, this would be progressed if funding was possible.

-Hambleton DC litter signs – Councillors agreed that no signs were wanted.

-Recently received email from Moors and Dale races requesting support for a race next year, all agreed this had been well organised and could help support local businesses. Resolved: Parish Council supported this event and the Clerk to confirm this support. **ACTION: Clerk**

21.8.2 The Chair informed that she had been approached about the condition of the noticeboard and the seat outside the shop. The Parish Council had previously agreed to repaint the seats and she purchased the paint and the seat was painted. She added that a resident had offered to paint other seats and this would be added to an email to residents. The Chair had approached Cllr H Tribick regarding the noticeboard, he suggested pricing from Kendrews or he was willing to complete the work personally but not until September, if the dimensions and the materials were provided. All agreed that Cllr H Tribick had completed the other noticeboards which had been finished to a high standard. **Resolved:** Chair to advise dimensions and ask Cllr Tribick to make the noticeboard for the Parish Council. **ACTION: Chair**

21.8.3 The Chair had received information on a Community Fibre Partnership with BT. She had facilitated communications with the residents and around 84 residents responded, 40 who had businesses. Mr Paul Wilson was the contact and had looked at the infrastructure. Supply was possible to the whole village, a cost estimate for Scugdale Road was omitted by BT. The costing looked at supply to 184 properties with a total cost of £233458, across the 184 properties this was £1268 per property, if all signed up to the scheme. A voucher was available to support, with £1500 available for residential applications or £3500 for a business. Chair to request Scugdale Road to be included. She stated the need to inform if the Parish Council would support the project as this was only possible through the Parish Council. BT would supply a spreadsheet and apply for vouchers. There was no obligation for each property to hook up to the supply, but this would add value to properties even if they did not connect. There was no obligation to proceed till the end of the process, the Parish Council could back out if there was a lack of interest. **Resolved:** Chair to progress. It was advised that a new smart meter was being installed on 6th July in the village hall, this would necessitate an interruption in the Boundless connection. Chair to email progress to residents.

 **ACTION: Chair**

21.9 **PLAYING FIELDS** – Appointment of Committee - Cllr Hannon proposed and Cllr Wright seconded that Mick Hannon, Simon Foster, Paul Wilson, Chris Beadle and Shaun Mason be elected as the committee of the SPFA. **Resolved**: Above named to serve for the forthcoming year. Approval was requested and agreed to seek funding for outdoor gym equipment.

21.10 **POLICE REPORT** – A Report had been received for April indicating 2 ASB environmental covid related, 3 violence against the person and 1 fraud call. The police had attended the trail race event and found it to be very well organised and operated. A further report had been received to 17th May, this showed no ASB and 1 crime of violence against the person. More fly tipping incidents were discussed.

21.11 **FINANCIAL MATTERS**

21.11.1 Internal Audit - The Clerk had completed the Annual Audit and presented the details to the Parish Council.

21.11.2 **Resolved:** Whorlton Parish Council was not exempt from an external audit for the year 2020/21 as its annual turn-over exceeded £25,000. Therefore required information would be forwarded for a limited assurance review.

21.11.3 **Resolved**: The Annual Internal Audit Report for 2020/21 included at page 3 of the Annual Governance and Accountability Return 2020/21 be noted. To be displayed on website.

21.11.4 **Resolved**: Whorlton Parish Council approve Section 1 Annual Governance Statement 2020/21 for Whorlton Parish Council on page 4 of the Annual Governance and Accountability Return 2020/21. To be displayed on website.

21.11.5 **Resolved:** Whorlton Parish Council approve Section 2 - Accounting Statements 2020/21 for Whorlton Parish Council on page 5 of the Annual Governance and Accountability Return 2020/21. To be displayed on website.

21.11.6 **Resolved**: in accordance with the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015, SI 2020/404 The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 and the Transparency Code for Smaller Authorities, Whorlton Parish Council will publish the additional documents on a public website: Analysis of variances, Bank Reconciliation to 31 March 2021, Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015. **ACTION: Clerk**

21.11.7 The Clerk presented the financial report, which was approved by all members.

 Income to bank

30.04.20 Hambleton District Council - Precept £5462.10

Expenditure paid

Clerk monthly salary March and April £563.32

EDF Energy monthly direct debit, March and April £ 16.00. The Clerk informed that EDF had advised that there would be an increase to £43 per month from May. All agreed this was a huge increase when there had been a much lower cost during the previous year. The Clerk was asked to investigate the billing further and the Chair would ask for the hot tap to be checked as this had been previously found to be faulty. A note had been placed in the toilets regarding this issue. **ACTION: Clerk/Chair**

Expenditure to agree Amount Cheque no

J Beadle Toilet provisions and fuel for grasscutting £ 23.75 000894

A C Hannon - paint for seats £ 33.00 000895

A C Hannon toilet rolls £ 29.23 000895

 YLCC £299.00 000896

 Came & Co Insurance £705.72 000897

 Chuhan and Singh payroll year end £ 66.00 000898 **ACTION: Clerk**

21.11.8 The Clerk informed that a VAT return had been entered for a figure of £910.56 of this £223.56 would be transferred to SPFA when repaid.

21.12 COUNTY COUNCILLOR, DISTRICT COUNCILLOR AND PARISH COUNCILLOR REPORTS Councillors not present.

21.13 VILLAGE TREES

 The Chair stated that Parish Councillors had been given additional time to read the arborist report and the action plan she had proposed which broke the work down into zones. She reminded that residents had been sent the information and no objections were received. Quotations for work were needed with costings for the work in one large order or in phases the costs would be requested from registered contractors. Councillors were informed that the work could not commence until later in the year and when permission was provided from NYMNPA. **Resolved**: Quotations to be requested and Chair to submit details to NYMNPA. **ACTION: Chair**

21.14 CHURCH LANE FLOODING

 The Chair reminded that she had been asked to find if storage was available under stone steps, this had been agreed and a key would be provided. **Resolved**: Cllr Brisley and Cllr Wright to collect sandbags when key obtained by the Chair and quantities known. **ACTION: Chair/ Cllr Brisley/Cllr Wright**

21.15 NEXT MEETING - The Chair proposed that the June meeting was held in the large hall again to suit social distancing requirements. Date of next meeting June 16th at 7.30pm.

*Residents left the meeting.*

21.16 SCHOOL SITE DEVELOPMENT – CLOSED MATTER

Cllr Hugill arrived at the meeting.

21.16.1 After deliberations it was agreed that the offer of the installation of EV chargers be accepted and the proposed surface treatment of the car park. The Clerk was asked to request funding closer to the original figure requested. **ACTION: Clerk**

21.16.2 Councillors discussed the offer of a time capsule to be buried at the site. There was recollection of a time capsule buried for the millennium and it was agreed that an addendum be made to this if it could be found rather than a further capsule. **ACTION: Chair**

Adopted: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chair of Whorlton Parish Council