

WHORLTON PARISH COUNCIL

DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD AT SWAINBY VILLAGE HALL, SWAINBY AT 7.30PM ON MONDAY 20th MAY 2019

PRESENT: Dolly Hannon, Steve Brisley, Howard Tribick, Alistair Wright and Jenny Tribick.

ALSO PRESENT: Seven members of the public attended the meeting, Cllr Hugill, Clerk: Angela Livingstone.

19/18 APOLOGIES FOR ABSENCE AND DECLARATION OF INTERESTS

Apologies for absence had been received from Cllr Griffiths. There were no declarations of interest.

19/19 APPOINTMENT OF PARISH COUNCILLORS

19/19/1 Declaration of acceptance of office – All Councillors present signed the declaration of acceptance of office.

19/19/2 Code of conduct – Councillors had received a copy of the document and agreed to abide by the code of conduct for Whorlton Parish Council.

19/19/3 Registration of personal interests – The Clerk had circulated the forms for completion and return to Hambleton Council within 28 days of acceptance of office. All Councillors returned their forms to the Clerk for posting together with the declaration of acceptance. **ACTION: Clerk**

19/20 ELECTION OF CHAIR AND VICE CHAIR FOR WHORLTON PARISH COUNCIL

19/20/1 ELECTION OF CHAIR:

Cllr H Tribick stated that there had been a clear message from the community reflected in the election, and he proposed himself as Chair. Cllr J Tribick seconded this. Cllr Brisley proposed Cllr Hannon continue as Chair. Cllr Wright seconded this. Cllr J and H Tribick stated that they felt that Cllr Hannon should step down and that the position of chair should be held by the person with the most votes. Cllr Hannon informed that she was happy to continue in the position she stated that the community elected 5 councillors and all now have an equal vote to choose the Chair and following a vote of three in favour of Cllr Hannon and two in favour of Cllr H Tribick, Cllr Hannon was elected as Chair and signed the declaration of acceptance.

19/20/2 ELECTION OF VICE CHAIR:

Cllr Brisley proposed that Cllr Wright continue in the position, this was seconded and agreed, with two abstentions. Cllr Wright was elected as Vice-Chair.

Five members of the public and Cllr Hugill left the meeting.

19/21 REVIEW STANDING ORDERS/FINANCIAL REGULATIONS/NEW POLICIES

Councillors discussed the standing orders which had been approved the previous year and the financial regulations which the Clerk had provided. New policies had been forwarded including a Freedom of Information, Subject Access Request policy and Code of Conduct Allegations Procedure. It was RESOLVED these be approved.

19/22 AGREE TO APPOINT TWO COUNCILLORS TO ATTEND YLCA BRANCH MEETINGS

Councillors discussed the recent correspondence offering for two Parish Councillors to be appointed to attend YLCA meetings and to have a vote. Cllr H Tribick asked if he could look at this further and report back if he wished to attend. **ACTION: Cllr H Tribick**

19/23 TO AGREE THE MINUTES OF THE MEETING HELD ON 17TH APRIL 2019

The minutes of the meeting of the 17th April 2019 were proposed as correct and approved, these were duly signed by the Chair and the Clerk would add to the council website. **ACTION: Clerk**

19/24 PUBLIC FORUM

19/24/1A resident questioned where the flood sacs were stored and who held the key. Details were advised and the resident was informed that the information had been shown in a previous newsletter. A councillor commented that someone on Church Lane should be a key holder and suggested the resident's son hold a key. The other resident present informed that she also lived on Church Lane and was happy to hold a key. Cllr Wright agreed to have copies of the key taken and provide these to the residents. The Chair advised

that she would include details again in the next newsletter and an emergency flood procedure be produced in the next months. **ACTION: Cllr Wright/Chair**

19/24/2 The resident informed his concerns of a footpath behind Church Lane, which had washed away and was in a dangerous condition. The Chair stated that she would firstly speak with Swainby Playing Field Association to find if they were involved and if they could not help would report this to the National Parks.

ACTION: Chair

19/24/3 The resident continued with a question asking if Parish Councillors knew where the seat which had been removed from the top of Church Street for repair had gone, when questioned he informed this was around 6 years ago. No-one was aware of the details of this seat.

19/24/4 A female resident informed that she had sent Parish Councillors letters the previous day. She advised of her concerns that residents would have no say regarding the school site until it was too late to have any impact. The Chair informed that she had checked the policy with the National Parks and found that consultation was required before permission was given and the resident was assured that the Parish Council were ensuring they were updated.

19/25 MATTERS ARISING FROM THE MINUTES There were no matters arising from the minutes of the meeting on 17th April 2019.

19/26 PLANNING APPLICATIONS - There had been no planning applications received.

19/27 CLERKS AND CORRESPONDENCE REPORT - The Clerk had forwarded correspondence received:

- Response email to resident re Public Rights of Way
- Information received re election, forms for completion, appointment Cllrs to YLCA, requirement to inform of Chair/V Chair appointments, requirement to provide expense claim by 30 May **ACTION: Cllrs**
- Emails re Parish Council auditor appointment
- EDF account information received, meter updated and online account created
- Email from Wiggin Landscapes informing of replanting wildflowers
- NYMNPA R Smith email re forestry commission public consultation
- NMYNPA C Shields email re Village Hall funding
- YLCA Neighbourhood Planning programme update
- Resident contact requesting allotment information, response sent
- Came and Co insurance renewal documents, the clerk had found this to be competitive and would renew.
- Email from resident D Muckle re road safety matters, request for 30mph signs. The Chair informed that she had spoken with the Highways Officer at the Sheepwash meeting and found that it was unlikely that the Council would agree to this action. All agreed that there was much concern regarding speeding in the village. Cllr J Tribick agreed to investigate any possibilities and find the views of the residents. The Clerk to respond to resident. **ACTION: Cllr J Tribick/Clerk**
- Training programme from YLCA; Cllr J Tribick to obtain information from Cllr H Tribick from the recent training course for new Parish Councillors which he attended. **ACTION: Cllr J Tribick**
- The Chair informed of an email received regarding roads and signage, she advised that when entering the village from the Stokesley side there was a sign stating National Parks. There was no sign when entering from the opposite side. The Clerk was asked to approach the National Parks to find what the policy was for this; it was noted that there were no signs at some other villages. **ACTION: Clerk**
- The Chair informed that an email had been received from the Footpaths team regarding objecting to the DMMO application, she informed Cllr H Tribick that currently the consultation was only for organisations, notices would be erected and residents informed if there was public consultation. The Chair reminded councillors that as the Parish Council was a corporate body, all Councillors were obliged to abide by Council decisions once they were agreed, whether they voted in support of them or not. Cllr J Tribick advised that she understood this as long as any disagreement was shown in the minutes. The Clerk was asked to forward any information on being a councillor to Cllr J Tribick. **ACTION: Clerk**
- The Chair informed of an email from a resident regarding a memorial seat in memory of a family member. All agreed that the Chair respond and suggest the Pinfold or the toddler play area at the playing field as a suitable location. **ACTION: Chair**

19/28 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. It was RESOLVED that they serve for the forthcoming year. There had been no report received.

19/29 POLICE REPORT – A report had been received dated 14.5.19 with an incident of speeding and an incident of antisocial behaviour on Whorlton Lane, information provided on farmers markets and beat surgeries.

19/30 FINANCIAL MATTERS

19/30/1 The Clerk had completed the Annual Audit and presented the details to the Parish Councillors. It was approved that the Parish Council were exempt from sending the completed Annual Governance and Accountability Return for the financial year 2018/19 to the external auditor for a limited assurance review as the higher of the authority's gross income for the year or gross annual expenditure, for the year did not exceed £25,000 and all qualifying criteria were met. The Clerk would make arrangements with the internal auditor for the accounts to be checked. **ACTION: Clerk**

19/30/2 Full account details had been provided to the Parish Councillors. All APPROVED that the figures provided were accurate and that the Accounting Statements for the 2018/19 audit should be approved.

19/30/3 The Clerk presented the financial report, which was approved by all members.

<u>Monies paid</u>		<u>Amount</u>	<u>cheque no.</u>
30.04.19	A Livingstone – Clerk salary April cancelled	274.51	direct 000832
20.5.19	Came and Co - insurance	662.13	000833
20.5.19	A C Hannon – toilet supplies	20.94	000834
20.5.19	J Beadle – toilet supplies	42.39	000835
<u>Payments received</u>			
30.4.19	Hambleton District Council precept	5250.00	

19/31 PRIMARY SCHOOL SITE – There was nothing to report.

19/32 PARISH PLAN – Cllr H Tribick had forwarded the minutes from the recent public meeting. He informed that boxes had been made for leaflets to be posted in, these were to be passed at the church and under the noticeboard where the seat was. He offered to make a new noticeboard. He informed that he was making new oak noticeboards for the village hall. This kind offer was accepted. Cllr Tribick informed that a web address had been set up and leaflets were to be given out, with a return deadline of 30th June. Cllr J Tribick questioned if the Parish Council were supportive of the parish plan. It was advised that this was supported in principal and that the Parish Council would await the final details to find what they could support within the remit of the Parish Council. **ACTION: Cllr H Tribick**

19/33 TOILET BLOCK – The Chair informed that £36.67 had been collected since the 1st April. Cllr H Tribick agreed to obtain three quotes for the supply of equipment and electrical supply and provide a project plan. **ACTION: Cllr H Tribick**

19/34 ONGOING PROJECTS

19/34/1 Unclassified Highway – Cllr Wright advised he was progressing. **ACTION: Cllr Wright**

19/35 COUNTY COUNCILLOR, DISTRICT COUNCILLOR AND PARISH COUNCILLOR REPORTS

There were no local Councillors in attendance. The Chair informed that she had attended the Sheepswash meeting and there had been discussions on moving a bin, litter and access for the fire service.

19/36 MATTERS FOR REPORTING OR INCLUSION ON NEXT AGENDA – Flood plan

19/37 DATE AND TIME OF NEXT MEETING The date of the next meeting was 19th June 2019 at 7.30pm. Cllr Brisley gave apologies for this meeting.

Adopted: _____ Date: _____

Chair of Whorlton Parish Council