



Proper Officer, Sue Reid

t: 07881 989148

e: [bishopmonkton.pc@gmail.com](mailto:bishopmonkton.pc@gmail.com)

## Bishop Monkton Parish Council Agenda

### To all Councillors:

**You are summoned to attend an Ordinary Meeting of Bishop Monkton Parish Council to be held Tuesday 15<sup>th</sup> October 2024. This will take place in the Methodist Room, Bishop Monkton, commencing at 19.00 hours.**

*Meetings are open to the press and public by virtue of the Public Bodies Admissions to Meetings Act 1960 (s1) unless the presence is prejudicial to the public interest (s2)*

- 2024/112 Introduction from the Chairman and a reminder of the Council's expectations for the audio or visual recording of this meeting.**  
*In accordance with the Openness of Local Government Bodies Regulations 2014, persons attending the meeting may record/film/photograph and make audio recordings or broadcast the proceedings of the formal Council meeting when the public and press are not lawfully excluded. This does not extend to live verbal commentary. Any member of the public who attends a meeting and objects to being filmed should advise the Parish Clerk who will instruct that they are not included in the filming.*
- 2024/112 To receive any apologies.**
- 2024/113 To consider the apologies and decide whether to approve reasons for absence.**
- 2024/114 Declaration of Interests**
- a) To receive any declarations of interest.
  - b) To receive, consider and decide upon any applications for dispensation
- 2024/115 To approve the minutes of the Bishop Monkton Parish Council Ordinary Meeting held Wednesday 11<sup>th</sup> September 2024. (Circulated under separate cover)**
- 2024/116 Public Participation**  
*To convene a public participation session to allow members of the public to make representation in respect of the business on the agenda. No resolutions can be made under public participation.*  
*NOTE: The public participation session shall not exceed 15 minutes unless directed by the Chairman and each member of the public shall not speak for more than 3 minutes. A question at the meeting shall not require a response or debate during the meeting. The Chairman may direct that a written or oral response may be given.*



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- 2024/117**      **To receive a report from Cllr Nick Brown of North Yorkshire County Council.**
- 2024/118**      **Clerk's report.** To note the clerks report.
- 2024/119**      **Financial matters.**
- a) To approve the payments as per the schedule attached.
  - b) To note the contracted ongoing payments.
  - c) To note the bank reconciliation.
  - d) To consider the budget re-set.
- 2024/120**      **Planning matters.**
- a) To consider and make observations on the following planning applications.
    - Application number ZC24/02910/FUL – Erection of an agricultural building at Monkton Mains, Wormald Green HG3 3QA
  - b) To note planning decisions as per attached document.
    - Application number ZC24/03018/DISCON – Bishop Monkton Methodist Church HG3 3QN
  - c) To note planning enforcements as per attached document.
    - To note the update on planning enforcement ref 24/00268/BRPC15 regarding planning application 21/01715/FUL / ZC23/03898/DVCON – The Lamb and Flag Inn.
- 2024/121**      **Ongoing matters.**
- a) To receive an update from the working party in relation to the plan to provide an item to celebrate the Coronation of HM King Charles III, namely the Coronation Walk and decide any action as appropriate. (Cllr Culshaw)
  - b) To receive an update on highways matters, including traffic calming on Knaresborough Road and Moor Road, and consider any action required. (Cllr Verrill)
  - c) To receive an update from Cllr Culshaw on the current position in relation to the history board.
  - d) To receive an update in relation to the Deed of Easement between Yorkshire Water, Kebble Homes and Bishop Monkton Parish Council.
  - e) To receive an update on the valuations of the Pinfold land following the request by the residents of Burngarth to purchase the Pinfold land. (Cllr Sargeson)
  - f) To receive an update on the provision of blue historic signs to be located in prominent positions within the village.
  - g) To receive an update on the actions taken by the team at the sports and playing field in relation to the play inspection report.
  - h) To receive an update of the provision of a waste bin to be located on the A61 at the top of Moor Road. (Cllr Parsons)



- 
- 2024/122      New matters and correspondence.**
- a) To consider the work of the volunteers in the cemetery and the annual grant from the Parish Council towards the costs of same.
  - b) For members to consider replacement of certain street signs in the village (to be detailed).
  - c) For members to agree whether they require sight of requested agenda items at the same time they are sent to the clerk, or if they would prefer for the documents to be just included in the agenda pack.
  - d) For members to consider the purchase of a Poppy Wreath for the Remembrance Day Service to be held in the village.
  - e) To consider the request from Ward Cllr Brown for thoughts in relation to funding for the role of Forum Secretary.
  - f) To consider and approve the Locum Clerks contract.
  - g) To consider and agree to appoint an internal auditor for 2024/2025 at a cost of £208.33 and waive the requirement to seek three quotes as stated in the financial regulations
  - h) To agree a date for the Extra Ordinary meeting.
  - i) To note the communication from NYC regarding support during a flood incident, especially with regards access to sandbags.
  - j) To note the latest update with regards to S106 (Commutated Sums) funds available to Bishop Monkton.
  - k) To receive a presentation from the Guardian for the defibrillator located at the Masons Arms and consider the request for the supply of a motion sensor light by the unit.
  - l) To consider a request from a resident for assistance from the Parish Council in relation to a litter picking group they are organising.
  - m) To consider and agree to appoint an internal auditor and waive the requirements to seek three quotes as stated in the financial regulations.
  - n) For members to note the items arising from the locum clerk's work, as per the attached report.
- 2024/123      To agree items to be communicated to residents, and the methods to be employed.**
- 2024/124      To notify the clerk of matters for inclusion on the agenda at the next meeting.**
- 2024/125      The next Ordinary meeting of Bishop Monkton Parish Council will be held Tuesday 19<sup>th</sup> November 2024 in the Methodist Room. *The latest date for members to submit items for consideration on the agenda and reports on tasks is Monday 11<sup>th</sup> November 2024.***



A – Financial Matters for Approval

Payee	Reason	Ex VAT	VAT	Total
G Horrod	Installation of handrail over bridge	50.00	0.00	50.00
Hugo Fox	Monthly Web Fee	19.99	4.00	23.99
Yorks Accountants	Quarterly Wages Fee	30.00	6.00	36.00
HSBC	Monthly Account Fee	8.00	0.00	8.00
Hugo Fox	Monthly Web Fee	19.99	4.00	23.99
S Reid	June Expenses	37.53	4.43	41.96
S Reid	July Expenses	10.62	2.13	12.75
R Taylor	Churchyard Flailing	150.00	0.00	150.00
HSBC	Monthly Account Fee	8.00	0.00	8.00
F & L Services	Village Grass Cutting	918.00	183.60	1101.60
Hugo Fox	Monthly Web Fee	19.99	4.00	23.99
S Reid	August & September Expenses	384.30	76.87	461.17
YLCA	Training	70.20	0.00	70.20
YLCA	Training	35.00	0.00	35.00
Hugo Fox	Monthly Web Fee	19.99	4.00	23.99
HSBC	Monthly Account Fee	8.00	0.00	8.00
TO NOTE	MNS 365 upgrade paid by PC bank card	61.66	12.33	73.99

B – To note the ongoing Contracted Payments

Payee	Reason	Ex VAT	VAT	Total
S Reid	June Salary			
HMRC	June Tax			
HMRC	NI Contributions			
S Reid	July Salary			
HMRC	July Tax			
S Reid	August Salary			
HMRC	August Tax			
S Reid	Sept Salary			
HMRC	Sept Tax			

## C – Bank Reconciliation

### Bank Reconciliation to 19.05.2024

Closing Balance as at 19.09.2024 Account ****9457		£6,684.90
Closing Balance as at 30.09.2024 Account ****2818		<u>£12,070.48</u>
		<u>£18,755.38</u>
Opening Balance A/C ****9457as at 01.04.2024	£13,602.71	
Opening Balance A/C ****2818 as at 01.04.2024	£2,175.69	
Income	£9,120.63	
Expenditure	£6,143.65	
Closing Balance as at 30.09.2024	<u>£18,755.38</u>	<u>£18,755.38</u>

D – Budget Re-set

Expenditure	2024-2025 Budget	2024-2025 Current	2024-2025 projected	Plus/Minus	Comments
Salary & HMRC	£5,500.00	£2,579.57			Increase to £6,000.00 +£500
Payroll Costs	£120.00	£30.00			
Expenses	£200.00	£145.00			
Stationery	£75.00				
Room Hire	£110.00				
Web Site and IT	£120.00	£589.95			Increase to £1,120.00 +£1000
Insurance	£550.00	£493.59			
Audits	£275.00				
Training	£500.00	£479.30			Increase to £1,500.00 + £1000
Membership and Subscriptions	£500.00	£535.00			Increase to £750.00 +£250
Grass Cutting	£5,000.00				Reduce to £3000.00 - £2000
Village Maintenance	£150.00				
Asset Maintenance	£2,000.00	£485.02			Reduce to £1,1250.0 -£750.00
Play Area		£250.00			
Beck cleaning	£360.00				
Festive costs	£500.00				
Grants	£500.00	£175.00			
S137	£25.00				
Miscellaneous	£0.00				
Bank Charges	£96.00	£48.00			
VAT		£333.22			
Total		<b>£6,143.65</b>			
<b>RESERVES</b>					
General reserves					
Earmarked reserves					
<b>Total</b>					



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It has been a busy month since the last meeting of the council, with many resolutions moving forward very quickly.

As per the resolutions passed, the following has taken place:

- A mobile telephone has now been provided for business use by the clerk at a cost of £89.99 inc VAT with a data package to include unlimited minutes and texts. The initial cost is £1.15 for 7 months rising to £7.90 which equates to £3.97 per month in the first year.
- The old laptop has been 'cleaned' and is currently being used by the locum clerk.
- A new laptop has been purchased for the use of the clerk.

The provision of the .gov.uk domain and email addresses is moving forwards and it is hoped that the everything will be in place by the end of October.

Bad timing as the current domain for the PC, hosted by Go Daddy is due for renewal. The cost is in the region of £25 for 2 years. This will have to be renewed as initially there will have to be a link between both the old and new website for a short period of time. The clerk is going to investigate and see if it is possible to just renew for one year.

Communications have taken place with Avant Homes and a village meeting has been arranged for Wednesday 30<sup>th</sup> October to be held in the village hall at 7.00pm. The purpose of this is for Avant to present their plans to residents, but also listen to, respond and take away view of the village with regards the application.

The clerk is moving forwards with the application to Unity Trust Bank and will shortly require information from members to enable this to progress.

It is quite worrying to note that twice recently the clerk has received notification that someone is trying to set up the business banking app for the Parish Councils accounts and also someone has attempted to change the clerk's password on the YLCA website to gain access.

The clerk has considered the budget, given that it is now 6 months into the financial year, and has made suggestions as to resetting of the budget. This basically means amending how the budget has been apportioned. This will be discussed in the financial matters.

It is important for members to note that if they wish to attend any training courses they must check with the clerk first before making a reservation in order that the clerk can control the budget. There have been instances of the clerk receiving invoices from YLCA to which she has no knowledge of the bookings. As the clerk's role (as RFO) is to ensure that invoices and payments are ok to be authorised by the council, she has refused payment of these invoices and it has taken time then to query with both the provider and the member to clarify the invoices are ok to be passed for payment.

Using delegate powers, the clerk authorised for an internal auditor to be appointed to carry out the work required for the year 2023/2024. This is taking place mid October with an Extra Ordinary meeting taking place at a date yet to be agreed to sign off the accounts and AGAR.

To Note Below, reports from Cllr Oliver.

**Agenda item Title:** To Note – Provision of mobile phone to Parish Clerk for official duties.

### **Purpose of Report**

The purpose of this report is to update the council on the purchase of a mobile phone and associated plan.

### **Key Points**

#### Background

- In the Sept 24 meeting, the council agreed to provide an official phone and associated call plan for the clerk in the execution of their duties at a sum not to exceed £400.

#### Outcomes:

- A suitably modern phone has been purchased from Amazon at £89.99 inc VAT
- A calling plan has been secured with data, unlimited minutes and texts on a monthly rolling contract at an equivalent monthly cost of £3.97 over the first year (months 1-7 at £1.15pm and then subsequently £7.90pm).
- Councillors should note that this is a rolling one-month contract and that we are free to leave and seek the most cost effective plan with a revision to requirements at any time but given the equivalent monthly cost, it is not expected that we revisit this until the anniversary of this contract.

### **Recommendation**

Councillors to note



**Agenda item Title:** To note – IT provision.

### **Purpose of Report**

The purpose of this report is to update the council on the resolution in September's council meeting to procure IT for use by the clerk/locum clerk.

### **Key Points**

Background:

- The council authorised the purchase of a laptop for a sum not to exceed £450.

Outcome:

- An Asus Vivobook Windows™ laptop was purchased via Amazon for the sum of £299 inc VAT.
- This has been configured and provided to the clerk for authorised business use.
- In addition, the previously purchased (2016) Lenovo laptop has been upgraded at no cost to the council and provided to the locum clerk. Whilst this machine is capable at this point of temporarily supporting the locum, it should be noted that this machine is at end of life with no upgrade path to later operating systems.

### **Recommendation**

Councillors to note

## **Agenda item Title:** To note/action – Provision of .gov.uk Schema

### **Purpose of Report**

The purpose of this report is to update the council on progress on the provision of the .gov.uk domain and email addressing with associated fresh website with Parish-Online.

### **Key Points**

#### Background:

- In September the council authorised the adoption of the .gov.uk schema

#### Outcomes so far:

- Parish-online are now moving ahead with the provision at previously stated costs and conditions (email trail saved until formal contract signed),
- Central Digital and Data Office, Dept for Science, Innovation and Technology have been successfully approached for £100 grant to support domain registration.
- Domain has been ordered as 'BishopMonkton-PC.gov.uk
- Email addresses have been ordered as:
  - Clerk@
  - LocumClerk@
  - Stephen.Verrill@
  - Sheila.Parsons@
  - Dean.Culshaw@
  - Gareth.Sargeson@
  - Kai.Shand@
  - Steve.Oliver@

**Requirement:**

Given our use of a government identity, it is important that we have an IT resources policy in order that the council understands and follows good practice. This is provided in draft (attached) for the council to consider. It covers equipment where provided, and the use of software and services such as email etc.

**Recommendation**

Councillors to note outcomes so far and to consider the adoption of the Bishop Monkton IT Policy document dated October 24.

Clerk To Bishop Monkton PC  
Sue Reid  
Chapel Villas  
Dishforth  
YO7 3LW

Planning Services (Harrogate Area)  
North Yorkshire Council  
PO Box 787  
Harrogate  
HG1 9RW  
Tel: 0300 131 2 131  
Email: dmst.har@northyorks.gov.uk  
Web: www.northyorks.gov.uk

**Your Ref:**

**Our Ref:** DCPARISH 6.54.248.C.FUL  
ZC24/02910/FUL

**Date:** 23 September 2024

**PARISH COUNCIL NOTIFICATION - PLEASE RETURN NOT LATER THAN 17 October 2024**

**APPLICATION NO:** 6.54.248.C.FUL ZC24/02910/FUL  
**PROPOSAL:** Erection of an agricultural building  
**LOCATION:** Monkton Mains Wormald Green Harrogate North Yorkshire HG3 3QA  
**GRID REF:** E 431119 N 465000  
**APPLICANT:** H And C Blaken And Son Ltd  
**PUBLIC ACCESS:**  
<https://uniformonline.harrogate.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SIVTZ0HYGTC00>

Please be aware that in a small minority of cases some documents will only be available 24 hours after the issue of this letter, therefore please do not formulate your response until you have been able to access all the information.

If you require any further information or assistance about this particular application please contact me by email, [stephanie.obrien@northyorks.gov.uk](mailto:stephanie.obrien@northyorks.gov.uk).

Please indicate A, B, C or D as appropriate and input any comments below.

- A The Parish Council has no objections.
- B The Parish Council objects on the planning grounds set out below:
- C The Parish Council does not object to or support the application but wishes to make comments or seek safeguards as set out below:
- D The Parish Council supports the application.



item  
2024/203

Clerk To Bishop Monkton PC  
Sue Reid  
Chapel Villas  
Dishforth  
YO7 3LW

Planning Services (Harrogate Area)  
North Yorkshire Council  
PO Box 787  
Harrogate  
HG1 9RW  
Tel: 0300 131 2 131  
Email: dmst.har@northyorks.gov.uk  
Web: www.northyorks.gov.uk

**Your Ref:**

**Our Ref:** DCPARISH 6.54.194.B.DISCON  
ZC24/03018/DISCON

**Date:** 25 September 2024

Dear Sir/Madam

### PARISH COUNCIL - DECISION NOTIFICATION

**APPLICATION NO:** 6.54.194.B.DISCON ZC24/03018/DISCON  
**PROPOSAL:** Approval of details required under Condition 3 (solar panels) of planning permission 22/01715/FUL - Erection of 2no. single storey extensions. Internal alterations.

**LOCATION:** Bishop Monkton Methodist Church Boroughbridge Road Bishop Monkton Harrogate North Yorkshire HG3 3QN

**GRID REF:** E 432974 N 466393

**APPLICANT:** Mr Tim Abel

**PUBLIC ACCESS:**  
<https://uniformonline.harrogate.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SJBVU4HYH000>

### CONFIRMATION of discharge of condition(s)

1 The solar panels details submitted (solar data sheet-1 received 05.09.2024 and solar panel brochure received 05.09.2024) are considered acceptable for the approval of details required under condition 3.

Date Decision Issued: 25 September 2024



Item  
2024/120 C.

To whom it may concern

Planning Enforcement  
Planning Services (Harrogate Area)  
North Yorkshire Council  
PO Box 787  
Harrogate  
HG1 9RW  
Tel: 0300 131 2 131  
Email: enforcement.har@northyorks.gov.uk  
Web: www.northyorks.gov.uk

**Your Ref:**  
**Our Ref:** 24/00268/BRPC15  
**Contact:**  
**Date:** 18 September 2024

Dear Sir or Madam

#### **PLANNING ENFORCEMENT**

**CASE NO:** 24/00268/BRPC15  
**LOCATION:** Site Of Lamb And Flag Inn Bishop Monkton North Yorkshire  
**ALLEGED BREACH:** Potential non-compliance with approved plans of  
ZC23/03898/DVCON  
**PLANNING REF:** 21/01715/FUL, ZC23/03898/DVCON

Further to a report received advising us of a possible breach of planning control at the above location, I write to inform you that an investigation has been carried out.

The outcome of the investigation is as follows:- I'll be re-visiting the site today - I will then be speaking with the case officer - I will be updating again once this work has taken place.

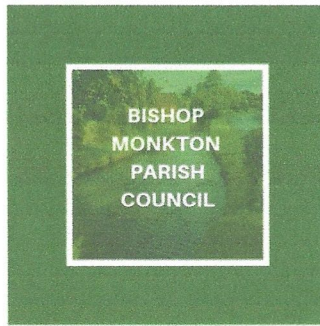
If you require any further explanation or assistance please contact me.

Yours faithfully

**CHRISTOPHER KEDDLE**  
Senior Planning Enforcement Officer  
christopher.keddle@northyorks.gov.uk  
01423 556559

The contents of this communication are not to be published without officer consent.

EN COMRES 24/00268/BRPC15



Item  
2024/121 B.

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## Bishop Monkton Parish Council Agenda Report

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**Agenda item Title:**

Update: Highways

**Purpose of Report**

Tell all councillors about any updates if any have been received

**Key Points**

Updates come in late sometimes

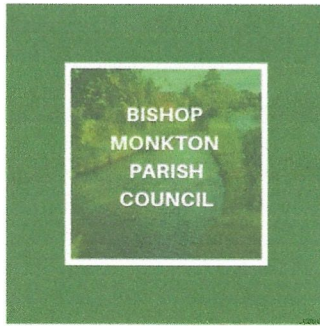
Pictures and evidence of over grown hedge up Moor rd sent to Heather Yendall?

Awaiting communication regarding new signage

Awaiting feedback from MP meeting - Highways

**Recommendation**

Keep council updated



HGM  
2024/1229

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## Bishop Monkton Parish Council Agenda Report

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**Agenda item Title:** For Action – **Appointment of Internal Auditor for 2024/25.**

### **Purpose of Report**

To gain agreement to move forward with the appointment of an internal auditor for financial years 2024 to 2025.

### **Key Points**

- We have yet to appoint an auditor for 2024-25.
- The auditor for 2023-24, Account-Ant (Yorkshire) has prepared a quote for 2024-25 in the sum of £208.33 + VAT (attached).
- The quote (for the same price as our 2023/24 audit) is valid until 17<sup>th</sup> October 24.
- We also need to waive the requirement to seek three quotes as stated in financial regulations.

### **Recommendation**

Councillors to consider and agree to appoint an internal auditor and to waive the three-quote requirement.



item 2024/1229.



# QUOTE

Bishop Monkton Parish Council  
Attention: Sue Reid  
St. Johns Crescent  
Bishop Monkton  
Harrogate  
Yorkshire  
HG3 3QZ  
GBR

**Date**  
17 Sep 2024

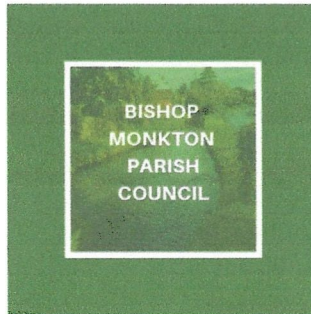
**Expiry**  
17 Oct 2024

**Quote Number**  
QU-0210

**VAT Number**  
473440102

Account-ant (Yorkshire)  
Limited  
Attention: Rachel Pearson  
8 Foster Park Grove  
Denholme  
BRADFORD  
Bradford  
Yorkshire  
BD13 4BQ  
GBR

Description	Quantity	Unit Price	VAT	Amount GBP
2024/25 Internal Audit	1.00	208.33	20%	208.33
			Subtotal	208.33
			TOTAL VAT 20%	41.67
			TOTAL GBP	250.00



item  
2024/122 +1.

## Bishop Monkton Parish Council Agenda Report

**Agenda item Title: For Action – Extraordinary Parish Council Meeting**

### **Purpose of Report**

To consider and agree a date for an extraordinary meeting to address the PKF Littlejohn Statutory Notice document.

### **Key Points**

- We have a requirement to address the Statutory Notice document within 1 month of the date of the notice.
- Locum Clerk has availability on the following dates:
  - 22<sup>nd</sup> October
  - 23<sup>rd</sup> October
  - 28<sup>th</sup> October

### **Recommendation**

Council to consider and agree their availability on the above dates for an extra ordinary council meeting.

Good afternoon,

North Yorkshire Council is simplifying its approach to supporting communities who need access to sandbags during a flood incident. The offer that was available to communities from the previous District and Borough councils was inconsistent, so this has been updated to ensure there is a single offer across North Yorkshire.

From the beginning of October 2024 if a member of public requires access to sandbags they should Google Sandbags North Yorkshire or use this [link](#). If there is an immediate need for sandbags then they can call 0300 131 2 131 and either say Sandbag when prompted or follow the instructions.

If your community requires additional support in a flood incident then please contact the Elected Member from your affected Electoral Division who will be able to notify the Council. If you are unsure of your local member please use this [map](#).

If you have any questions regarding your community emergency plan or you would like to discuss about creating a plan, please email [emergency@northyorks.gov.uk](mailto:emergency@northyorks.gov.uk) and one of the Resilience and Emergencies Officers will contact you.

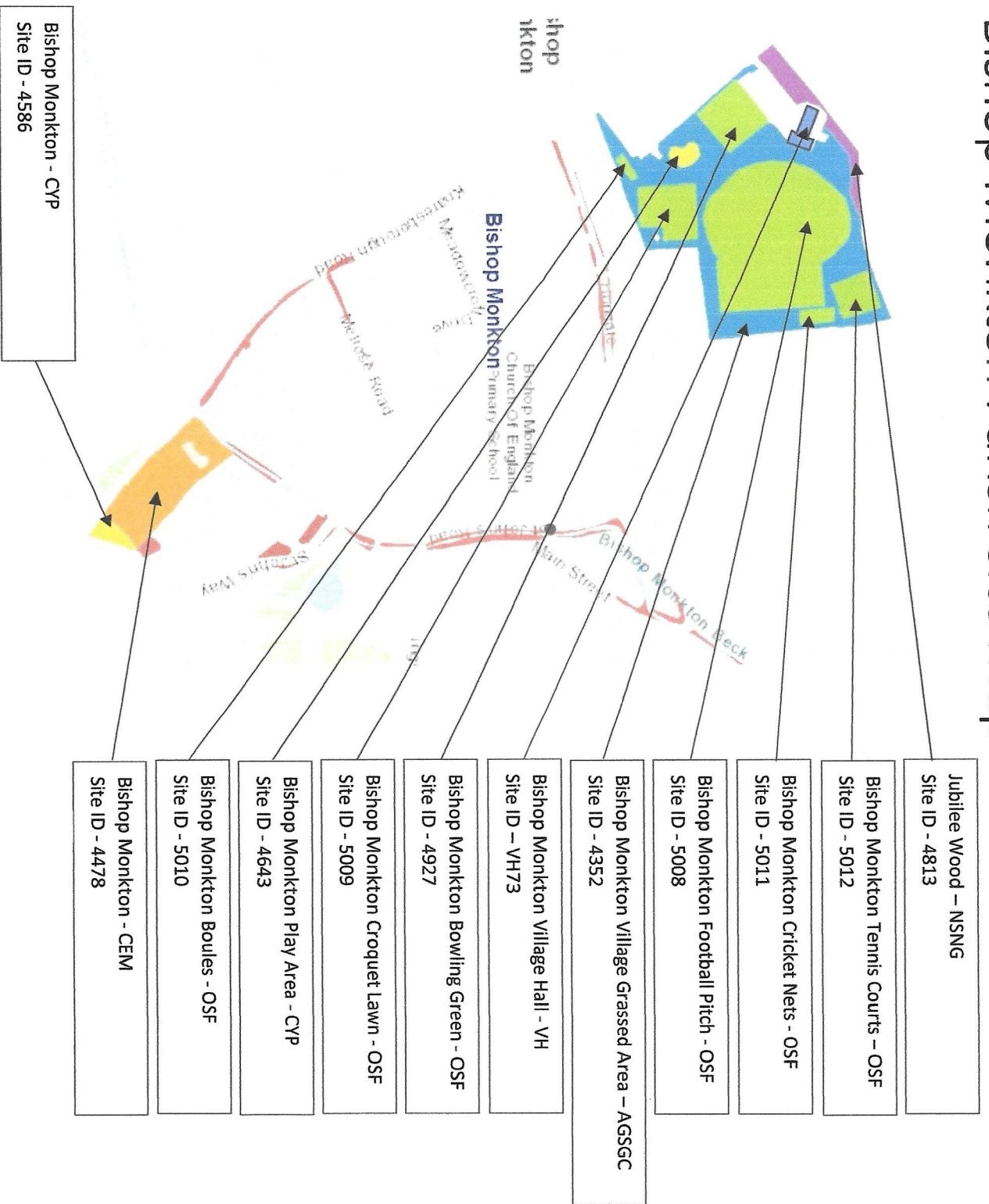
Bishop Monkton - Available Commuted Sums as of 20/08/24

ITEM 2024/122-5

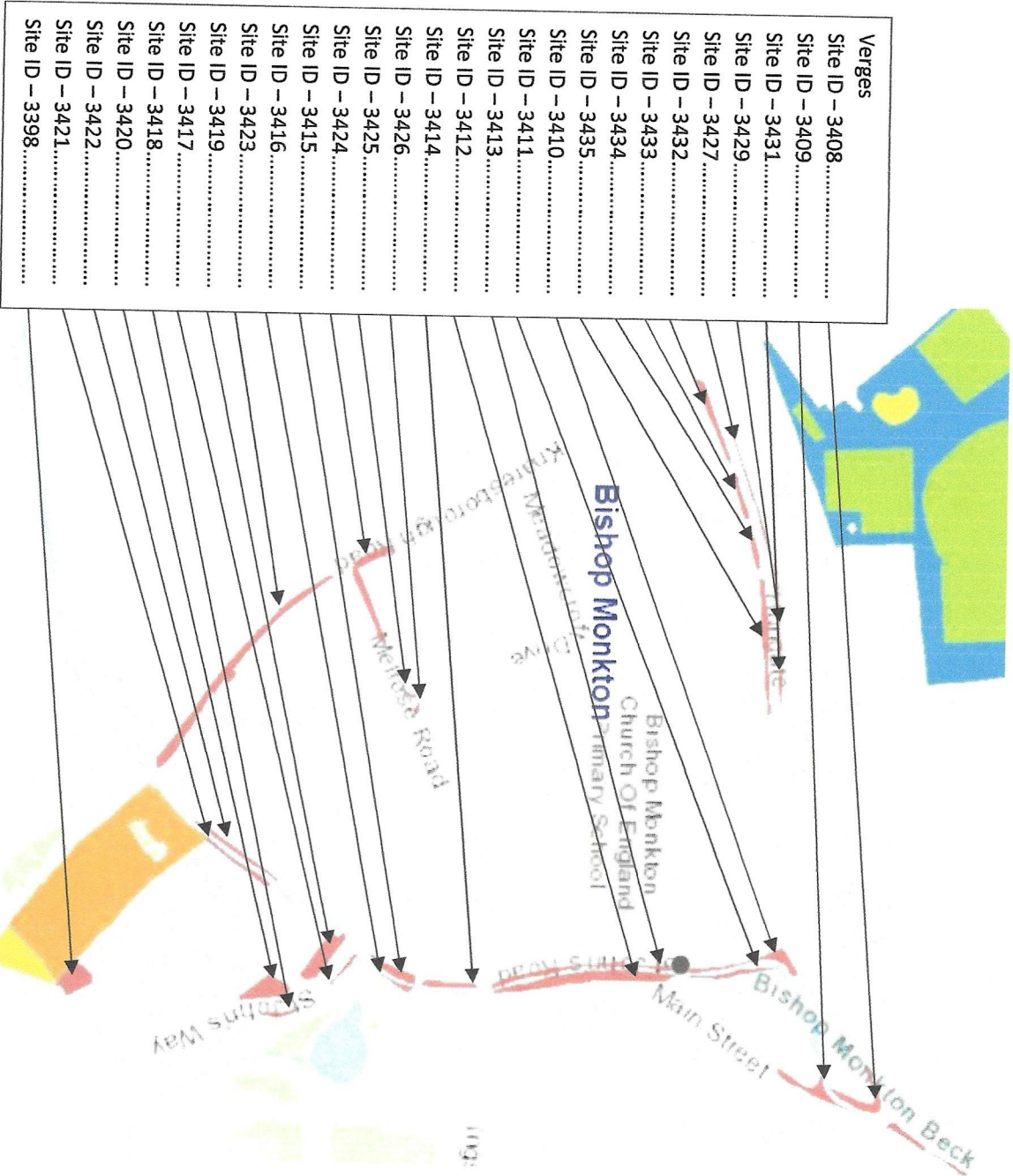
Parish	NYC REF	Typology	Planning Ref No	Development name	Spend Site	Spend Date	Available
Bishop Monkton Parish Council	Exacom	AGS	14/05219/FULMAJ	Land Comprising Field At 432538 466419 Knaresborough Road Bishop Monkton	Bishop Monkton Village hall grassed area	14/06/2028	£7,040.00
Bishop Monkton Parish Council	Exacom	CEM	14/05219/FULMAJ	Land Comprising Field At 432538 466419 Knaresborough Road Bishop Monkton	Bishop Monkton Churchyard	14/06/2028	£5,720.00
Bishop Monkton Parish Council	Exacom	CYP	14/05219/FULMAJ	Land Comprising Field At 432538 466419 Knaresborough Road Bishop Monkton	Bishop Monkton Play area (St Johns)	14/06/2028	£3,025.79
Bishop Monkton Parish Council	Exacom	NSNGS	14/05219/FULMAJ	Land Comprising Field At 432538 466419 Knaresborough Road Bishop Monkton	Hungate farm	14/06/2028	£3,135.00
Bishop Monkton Parish Council	Exacom	VH	14/05219/FULMAJ	Land Comprising Field At 432538 466419 Knaresborough Road Bishop Monkton	Bishop Monkton Village Hall	14/06/2028	£12,630.81



# Bishop Monkton Parish Site Map



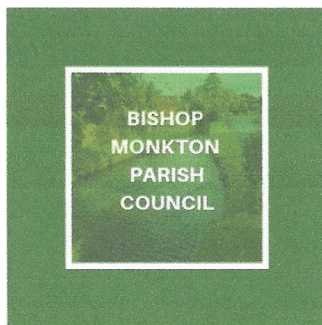
# Bishop Monkton Parish Site Map



# Bishop Monkton Parish Site Map







item  
2024/122 K.

## Bishop Monkton Parish Council Agenda Report

### **Agenda item Title:**

Defibrillator

### **Purpose of Report**

Request from the guardian to go over her role so all councillors are aware and to discuss purchasing procedure. Original correspondence from August.

### **Key Points**

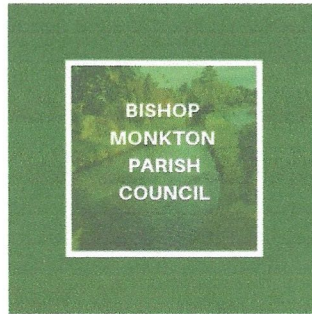
Sue Edmund is guardian for the defibrillator at the Masons Arms  
She wishes discuss her role and the procedure for buying new items when needed.

SE requested a motion sensor light to ease seeing the code when the Masons lights are not on.

### **Recommendation**

Approve purchase of light  
To note purchase procedure so all aware

HGM  
2024/122 L



## Bishop Monkton Parish Council Agenda Report

**Agenda item Title:** For Action – Litter on Moor Road

### **Purpose of Report**

Letter received from a resident about litter on Moor Road.

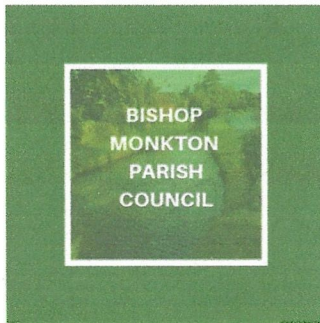
### **Key Points**

- Resident would like to organise a litter picking group and could like council assistance.
- Potential to link this to Mrs Jones litter bin
- Potential appeal to NY for help

### **Recommendation**

Council to consider what assistance can be provided.

Item  
2024/122 N.



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## Bishop Monkton Parish Council Agenda Report

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**Agenda item Title:** To note: Items arising from Locum Clerk's work.

### **Purpose of Report**

To note individual items arising whilst working through the backlog of council business.

### **Key Points**

1. The internal auditor, Account-ant (Yorkshire), was appointed to carry out the internal audit for 2023/2024 under the Clerks delegated powers at a cost of £208.33. The audit is due to be carried out on 11<sup>th</sup> October 2024.
2. The Locum Clerk has prepared the relevant financial documents from 2021/2022 to 2023/2024 ready for the internal audit.
3. The Locum Clerk has started to update the parish council website as requested by PKF Littlejohn.
4. The Locum Clerk has started preparing the statutory policies documents.
5. All documentation is due to be considered and approved at an upcoming Extraordinary meeting.

### **Recommendation**

Councillors to note key points above.