
BISHOP MONKTON PARISH COUNCIL

Minutes of the Parish meeting held on 13th August 2020 via a remote meeting using Zoom

Commenced: 7.49pm

Concluded: 8.47pm

Present: Cllr Stephen Verrill (Chairman)

Cllr Tony Garnett

Cllr George Ayliffe

Cllr Brown – Harrogate Borough Council

Cllr Harrison – North Yorkshire County Council

Clerk: Rebecca Crabtree

2021/026 Introduction from the Chairman

Cllr Verrill welcomed all to the meeting.

2021/027 Public participation

One member of public was present. She queried the minutes on the website and the Clerk confirmed that minutes are uploaded to the website within the statutory timeframe.

2021/028 To receive apologies and approve reasons for absence

All councillors were present.

2021/029 Declarations of interest

a) To receive any declarations of interest not already declared under council's code of conduct or members Register of Disclosable Pecuniary Interests

None declared.

b) To receive, consider and decide upon any applications of dispensation

None received

2021/030 To confirm the minutes of the meeting held on 23rd July 2020 as a true and correct record

Resolved that the minutes from the meeting held on 23rd July 2020 be approved as a true and accurate record and will be signed by Cllr Verrill after the meeting.

2021/031 To receive a report from Cllr Harrison form North Yorkshire County Council

Cllr Harrison gave the following report:

- NYCC is still heavily involved with coronavirus pandemic activities. It is estimated that there have been 259 deaths in North Yorkshire and 235 in care homes. These figures may be amended since the government changed the way the data is used. There are 7 current cases.
- Staff are continuing to work from home where possible and staffing levels have been maintained.
- Regular bulletins have been sent out throughout the pandemic. *(Note: The Clerk publishes these on the Parish Council website)*
- The pressure on the health sector remains high and will be for the foreseeable future.
- Proposals for the devolution are to be submitted by September and a consultation will be held in the new year. The County Council election date maybe postponed due to this. It is likely that all district councils and the county council will be made in to a unitary authority.

2021/032 To receive a report from Cllr Brown from Harrogate Borough Council

Cllr Brown gave the following report:

- 95% of business grants have been paid

Copies of the minutes of this meeting will be available on the Parish Council Website.

Copies are also available upon request to the Parish Clerk

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- The devolution was discussed. The changes may mean that Parish Councils could have more powers if they decide to.
- There have been some staffing changes in the Planning Department and therefore there may be some delays.

20.15pm – Cllr Harrison left the meeting.

2021/033 Financial matters:

a) To approve the schedule of payments

Resolved to approve the schedule of payments. (See appendix 1)

b) To approve the bank reconciliation and budget comparison

Resolved to approve the bank reconciliation and budget comparison (See Appendix 2)

2021/034 To receive an update on the following ongoing issues and decide upon further action where necessary:

a) To note the resignation of Cllr Cairns, Cllr P. Brown and Cllr Harper and receive an update about the vacancies

It was noted that three councillors had resigned. The Clerk confirmed that a notice of the vacancies had been published and the deadline for the electors to request an election was today (13th August). The Clerk had received confirmation from the Returning Officer at Harrogate Borough that an election has been requested and this will not be able to take place until May 2021 under new legislation.

Cllr Brown offered to join the Parish Council if the need arises before May 2021 to ensure the Parish Council is quorate and can continue to carry out its functions. The Clerk will contact Harrogate Brough Council to find out the procedure for this.

b) To receive an update on the memorial bench

Cllr Verrill confirmed he has received the memorial bench ready to install. Cllr Garnett and Cllr Verrill agreed to install the bench on the required date.

c) To receive an update on the bus services in the village

The Clerk confirmed that she had received information from North Yorkshire County Council regarding this and it was confirmed the current changes to the bus service was temporary and as a direct result of the COVID-19 situation. They are working with the operators to bring the services back up to an appropriate level and anticipate further changes at the beginning of September.

2021/035 Matters requested by the councillors:

a) To receive an update on the playground and agree any necessary action

Resolved to that the council agreed the quote of £495.00 to install new timber treads on the climbing frame. Cllr Garnett agreed to organise this.

b) To receive an update on the website

The Clerk confirmed she is currently working on the new website and hopes to launch it soon.

2021/036 To notify the clerk of matters for inclusion on the agenda at the next meeting

- Cllr Garnett requested that the new development is included on the next agenda due to the Parish Council only receiving the documents from the developer the day before the meeting.

The Zoom meeting ended due to the limited time restriction. The Clerk set up a new meeting and all Cllrs re-joined except the member of public who knew the next item was confidential.

2021/037 Confidential item

- #### **a) In accordance with Schedule 12A, Local Government Act 1972, the following item will be likely to disclose exempt information relating to establishment and contractual matters. It is therefore recommended pursuant to the provisions of the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded**
- None present.

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b) Village hall and playing fields

The Village Hall and Playing Fields has requested the Parish Council to approve a commuted sums application for some work to be carried out.

The Parish Council considered this. The Clerk confirmed that she has a copy of an agreement for the land involving Yorkshire Water and it states that the area of land needs to be kept clear and permission must be requested if works are going to be carried out.

Resolved that the Parish Council needs further information before they can approve the work and the Clerk will obtain this.

2021/038 To confirm the date of the next meeting

To be confirmed.

Appendix 1 – Schedule of Payments

Date	Details	Amount
03/08/2020	R Taylor – Church yard	£40.00
03/08/2020	HMRC – PAYE and NI	£52.40
03/08/2020	R. Crabtree – Salary	£230.13
		£682.53

Appendix 2 - Bank Reconciliation

Prepared by: Rebecca Crabtree, Responsible Finance Officer

Date: 7th August 2020

Balance as per bank statements 19th July 2020

BANK STATEMENTS		
HSBC a/c ****9457 balance as at 19 th July 2020	£11,434.33	
HSBC a/c ****2818 balance as at 30 th July 2020	£2,130.46	
Total		£13,564.79
Unpresented cheques		
Closing balance per bank statements		£13,564.79
CASH BOOK		
Opening balance		£11,457.05
Income: Precept £4321, Interest £1, Pinfold rent £70		£4,392.00
Payments to date		£2284.26
Closing balance per cash book as at 19th July 2020		£13,564.79

Budget Comparison

Budget Heading	2020-2021 Budget	Current expenditure
Salary and related costs	£5,000.00	£1198.78
Admin Costs Inc. Stationary	£200.00	£20.94

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Grounds maintenance	£1,750.00	£107.94
Website	£250.00	
Insurance	£700.00	£356.79
Room Hire	£150.00	
Audit	£200.00	£175.00
Training	£300.00	
Village Asset Maintenance	£2,000.00	£14.95
Sandbags and gritting	£120.00	
Membership/Subscriptions	£450.00	£347.00
Beck cleaning	£150.00	£62.86
Walking Noticeboard		
Footpath and Cycle path		
Festive costs	£500.00	
Clock Maintenance	£0.00	
Newsletter	£150.00	
Grants	£800.00	
S137	£20.00	
General Reserves		
Earmarked Reserves		
VAT	£0.00	£7.99
Total	£12,740.00	£2284.26