**MINUTES OF THE BISHOP MONKTON PARISH COUNCIL MEETING HELD TUESDAY 15TH FEBRUARY IN THE BISHOP MONKTON SCHOOL ROOM.**

Commenced: 19.09 hours

Concluded: 20.54 hours

Present: Cllrs Verril (Chairman) Garnett, Parsons, District Councillor Brown and S Reid (Proper Officer).

**2022/001 Introduction from the Chairman and a reminder of the Council’s expectations for the audio or visual recording of this meeting.**

The Chairman opened the meeting and welcomed everyone.

**2022/002 To receive any apologies and approve reasons for absence.**

Apologies were received from Cllr Culshaw and County Councillor M Harrison. These were accepted.

**2022/003 Declaration of Interests**

1. To receive any declarations of interest not already declared under the council’s code of conduct or members Register of Disclosable Pecuniary Interests

Cllr Verrill declared an interest in item 2022/009 a), Brunswick House planning application.

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

There were no applications for dispensation requested.

**2022/004 To confirm the minutes of the full council meeting held on Tuesday 21.12.2021 (Previously circulated) as a true and accurate record of proceedings.**

**RESOLVED** That the minutes of the Bishop Monkton Parish Council Meeting held 21.12.2021 be accepted as a true record of proceedings.

**2022/005 To receive a report from Cllr Harrison from North Yorkshire County Council**

Cllr Harrison was not present at the meeting therefore there was no report to receive.

**2022/006 To receive a report from Cllr Brown from Harrogate Borough Council**

Cllr Brown reported that Harrogate Borough Council’s focus of attention has been on the precept and setting of the council tax rates, which have increased by 1.68%

**2022/007 To receive the clerk’s report (Appendix 1)**

The main point to report is the forthcoming elections. An email has been circulated to everyone regarding an on line session hosted by HBC this week to assist in the process if a person is wishing to stand for election. The nomination packs are also being sent to the clerk very soon. When received they will be circulated to anyone requiring a copy. A point to remember is Bishop Monkton may not have to have an election, it depends on how many people actually put themselves forwards for consideration. It could be that you are returned unopposed, always assuming that you intend standing again.

Aside from the elections it is fast approaching the financial year end. The internal auditor was agreed by members and I will be liaising with her to find out what information she is looking for and in what format she wishes to receive it in order that I can start preparing for this.

The clerks report was noted.

Cllr Brown entered the meeting @ 19.12 hours.

**2022/008 To consider the following financial matters:**

1. To approve the schedule of payments **(Appendix 2)**

|  |  |  |
| --- | --- | --- |
| **Payee** | **Details** | **Amount** |
| Farm and Land Services | Grass Cutting | £930.00 |
| Miss S Reid | January Salary | £300.60 |
| Miss S Reid | January Expenses | £54.49 |
|  |  |  |
|  |  |  |
|  |  |  |
|  | **TOTAL** | **£1,285.09** |

**RESOLVED** To approve the schedule of payments being lawful expenditure on behalf of Bishop Monkton Parish Council.

1. To note the bank reconciliation and budget reconciliation **(Appendix 3)**

|  |  |  |
| --- | --- | --- |
| **BANK STATEMENTS** |  |  |
| HSBC a/c \*\*\*\*9457 balance as at 19th January 2022 | £12,849.05 |  |
| HSBC a/c \*\*\*\*2818 balance as at 31st January 2022 | £2,130.76 |  |
| Total |  | £14,979.81 |
|  |  |  |
|  |  |  |
| **Closing balance per bank statements** |  | **£14,979.81** |
|  |  |  |
| **CASH BOOK** |  |  |
| Opening balance |  | £11,757.33 |
| Income (Precept £4502, walking booklets £23, interest £0.05) |  | £9,027.05 |
| Payments to date |  | £5,804.57 |
|  |  |  |
| **Closing balance per cash book as at 19th January 2022** |  | **£14,979.81** |

The bank reconciliation was noted.

**2022/009 To note the following planning matters:**

* 1. Planning Consultations **(Appendix 4)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Application No** | **Proposal** | **Location** | **Applicant** | **PC Comments** |
| 22/00327/FUL | Erection of a single storey extension | Brunswick House  Hungate  HG3 3QL | MRs S Metcalfe | Neither support nor object to it. |
| 22/00389/FUL | Erection of single storey rear extensions to nos 9&10 St Johns Crescent (revised scheme) | 9 & 10 St Johns Crescent  Bishop Monkton  HG3 3QZ | Mr & Mrs Beach and  Mr & Mrs Morrell | Neither support nor object to it. |
| 21/03576/FUL | Erection of a first floor extension (amended plans received 22.09.21) | Ings Farm  Ings Lane  HG3 3QT | Mr & Mrs Whelan | Please note this application has been withdrawn. |

**RESOLVED** That the observations of the Parish Council be submitted in relation to these consultations.

* 1. Planning Decisions **(Appendix 5)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Application No** | **Proposal** | **Location** | **Applicant** | **Decision** |
| 21/04658/FUL | Erection of an oak framed orangery following the removal of an existing conservatory | 18 Renton Close  Bishop Monkton  HG3 3UB | Sally Scott | Grant planning permission subject to conditions. |
| 21/04831/FUL | Removal of an existing front porch and erection of replacement porch extension | 16 Renton Close  Bishop Monkton  HG3 3UB | Mr Ian Webster | Grant planning permission subject to conditions |
| 21/04897/TPO | Crown lift 1no Ash Tree (T4) to 4.5m with max pruning cuts 70mm to clear within TPO 04/1970 | 12 Meadowcroft Drive  Bishop Monkton  HG3 3QH | Mrs Twitchell | Grant consent subject to conditions. |

The Planning Decisions were noted.

* 1. Planning Enforcements **(Appendix 6)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Case Number** | **Location** | **Alleged Breach** | **Planning No if applicable** | **Details** |
|  |  |  |  |  |

There are no planning enforcements to be noted.

**2022/010 To receive an update on the following ongoing issues and decide upon further action where necessary:**

1. To receive an update on the research into a potential footpath on Moor Road.

**RESOLVED** To defer this until some further information is received. It was noted that Bishop Monkton does not have any major roads to access the village and these single file country lanes do not have pedestrian facilities.

19.29 hours – a member of the public entered the meeting.

1. To receive an update on the Jubilee Gifts.

**RESOLVED** that the Parish Council will give a jubilee mug to all children who attend the school. If there are further children in the village of primary school age who do not attend the village school they are to contact Cllr Parsons. This information to be made available through media channels in the village.

It is suggested to give the commemorative mugs to the children on last Friday of School before the jubilee weekend, however this is to be confirmed.

1. To receive an update on the BMVHQE11PF and decide any further action as necessary.

**RESOLVED** That the clerk request detailed accounts from the village hall managing committee. Also to include Cllr Brown in distribution.

1. To receive an update on the changing of the bank mandate and decide any further action as necessary.

The clerk reported that all paperwork relating to the amendments had been taken back to HSBC and handed in at HSBC Ripon.

1. To consider the draft budget and decide the precept requirements for the financial year 2022/2023.

**RESOLVED** That the budget for the financial year 2022/2023 be £10,500 and the precept request be made to HBC for same.

1. To consider the provision of a village information board and decide any further action as necessary.

**RESOLVED** To defer this to the next meeting.

**2022/011 To consider the following new matters/correspondence and decide action where necessary.**

1. To note the Commuted Sums update as of January 2022. (Previously Circulated)

The members noted the information.

1. To consider the Village Hall Management Committee AGM scheduled for 16.02.2021 and decide any further action as required.

**RESOLVED** That Cllrs Verrill and Parsons would attend the AGM of the VH.

1. To receive an update on the meeting held between Bishop Monkton Parish Council and Bishop Monkton Action Group held Thursday 10.02.2022 and decide any further action as necessary.

A positive meeting was held with good suggestion on both sides. It was highlighted that there is a need to commission a Traffic Impact Survey, however there are cost implications to this.

**RESOLVED** That the clerk will investigate whether the Council have the power to assist in providing a contribution to the cost of the traffic impact survey.

A review of the meeting was given to the resident who was in attendance as she was interested in this subject.

1. To consider the request to locate a memorial bench in the village and decide any further action as necessary. **(Appendix 7).**

*I'm not sure where I go about this but I have raised some money for a memorial bench for Chloe Dudley.*

*Chloe's mum would like to put the bench on the grass opposite the entrance to Renton close. Would it be possible to do this? Who's permission do we need*

The land in question is in the ownership of Highways and is in a conservation area. Whilst the PC have no objection to the request it is not that simple as permission will have to be sought from Highways Departments.

**RESOLVED** That the clerk will respond to the enquiry and advise as above.

1. To consider the request for the owners of Burngarth to purchase the Pinfold.
2. *Hi Sue Myself (Linda) and David moved into Burngarth last June, we are aware that the portion of land known as the Pinfold which is directly outside our kitchen is owned by the church. Could you kindly put on the agenda for the next parish meeting the possibility of us purchasing the Pinfold mentioned above*.

**RESOLVED** That the clerk respond to the request to purchase the Pinfold and advise that the answer is no. This is a piece of History and the council would like to keep it that was for current and future generations.

1. To consider the document supplied by the insurers and decide any further action as necessary. (Previously circulated)

**RESOLVED** That the clerk to complete and return the document.

1. To agree the schedule of meeting dates for the year 2022.

*Tuesday 15th March 2022*

*Tuesday 19th April 2022*

*Tuesday 17th May 2022*

*Tuesday 21st June 2022*

*Tuesday 19th July 2022*

*Tuesday 16th August 2022*

*Tuesday 20th September 2022*

*Tuesday 18th October 2022*

*Tuesday 15th November 2022*

*Tuesday 20th December 2022*

*Dates for the Annual Parish Meeting and Annual Meeting will be published under separate cover.*

**RESOLVED** To agree the dates as per the schedule shown.

**2022/012 To notify the clerk of matters for inclusion on the agenda at the next meeting**

1. Two benches.

**2022/013 To confirm the date of the next meeting as Tuesday 15th March 2022.**

**2022/014 Public participation**

There were no questions raised.

**Sue Reid**