**Minutes of the Meeting of Bishop Monkton Parish Council held Thursday 30th May 2024 in the Methodist School Room.**

**Commenced:** 19.30

**Concluded:** 21.22

**Attending:** Cllrs Verrill (Chairman), Parsons (Vice Chairman) and Shand**.**

**Also Present:** S Reid (Proper Officer) 16 members of the public.

**2024/060 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.

**2024/061 To receive any apologies.**

Cllr Verrill advised that Cllr Brown had sent his apologies.

**2024/062 To consider the apologies and decide whether to approve reasons for absence.**

**2024/063 Declaration of Interests**

1. To receive any declarations of interest.

Cllr Verrill declared an interest in item 2024/070 a1 ZC24/01034/FUL The Stables, Paddock House

1. To receive, consider and decide upon any applications for dispensation

There were no applications for dispensation.

**2024/064 To sign the previously approved minutes of the meetings of Bishop Monkton Parish Council held on the following dates:**

* **16.01.2024**
* **20.02.2024**
* **19.03.2024**

Cllr Verrill signed the already approved minutes as detailed above.

**2024/065 To approve the minutes of the Bishop Monkton Parish Council Ordinary Meeting held Tuesday 16th April 2024.**

It was requested that the word challenged be removed from Item 2024/055 Item j.

**RESOLVED** That the minutes represent an accurate record of proceedings.

**2024/066 Public Participation** *For members of the public to raise matters on items listed on the agenda only. Please note that there will be no decisions made on matters raised in this session. Should there be a requirement then the matter will be brought to the agenda at the next meeting of the council. The Chairman may request the clerk to provide a written response.*

Various topics were raised, including, but not limited to:-

* S106 monies
* Requiring sight of the clerks salary as it is not detailed in the payments section.
* Details of how vacancies are filled on the council.

**2024/067 To receive a report from Cllr Nick Brown of North Yorkshire County Council.**  Cllr Brown was not in attendance and had not submitted a report.

**2024/068 Clerk’s report.** To note the clerks report.

The clerk’s report was noted.

**2024/069 Financial matters.**

1. To approve the payments as per the schedule attached.

**RESOLVED** That the payments on the attached schedule be approved.

1. To note the ongoing approved payments as per the schedule attached.

The ongoing payments were noted.

1. To note the bank reconciliation and budget comparison as attached.

The bank reconciliation and budget comparison were noted.

**2024/070 Planning matters.**

1. To consider and make observations on the following planning applications.
2. **ZC24/01034/FUL The Stables, Paddock House**

**RESOLVED** to defer this item.

1. **ZC23/04361/EIAMAJ Harmony Energy**

**RESOLVED** to defer this item.

1. **ZC24/01465/FUL 5 St Johns Crescent.**

**RESOLVED** That the Parish Council has no objections to this application.

1. To note planning decisions as per attached document.

There were no planning decisions to note.

1. To note planning enforcements as per attached document.
2. **24/00114/BRPC15 Lamb and Flag Inn (Planning ref ZC23/03898/DVCON)**
3. **24/00104/PR15 Burngarth**

The planning enforcements were noted.

**2024/071 Ongoing matters.**

1. 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).

**RESOLVED** To defer this item.

1. To receive an update on traffic calming on Knaresborough Road and consider any action required. (Cllr Verrill).

Cllr Verrill advised that nothing has yet taken place since the meeting with Area 6 in April 2024 where it was agreed that various works would be carried out.

**RESOLVED** Cllr Verrill to continue to chase this.

1. To receive an update on traffic calming on Moor Road and consider any action required. (Cllr Verrill)

Cllr Verrill advised that nothing has yet taken place since the meeting with Area 6 in April 2024 where it was agreed that various works would be carried out.

**RESOLVED** Cllr Verrill to continue to chase this.

1. To receive an update on the RoSPA play inspection report and consider any actions arising from same.

The report has been received and circulated to members.

**RESOLVED** To defer this item.

1. To receive an update from Cllr Culshaw on the current position in relation to the history board.

**RESOLVED** To defer this item.

1. To receive an update in relation to the Deed of Easement between Yorkshire Water, Kebble Homes and Bishop Monkton Parish Council.

The clerk is still dealing with this.

1. 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 Verrill)

Cllr Verrill advised that he has spoken to a land agent who has given the advice that a land surveyor is required to deal with matters pertaining to a Pinfold but it is only worth what someone is willing to pay for it.

**RESOLVED** Cllr Verrill to follow this up. He was requested to get the advice in writing.

1. To receive an update on the provision of blue historic signs to be located in prominent positions within the village.

The clerks is waiting a reply from the history group in relation to this.

**RESOLVED** To defer this item.

1. To consider adoption of the Terms of Reference for the Staffing Committee.

**RESOLVED** That the terms of Reference for the Staffing Committee be adopted.

**2024/072 New matters and correspondence.**

1. To receive request and quote for the renovation of the Mechanics institute Clock.

**RESOLVED**  That the clerk respond to the communication and advise that the Parish Council are only responsible for the mechanics of the clock.

1. For members to note that the next meeting of the Harrogate Branch of YLCA will be held on 10th June in the Council Chamber at Harrogate Civic Centre.

This item was noted.

1. To receive correspondence from YLCA in relation to the provision of .gov.uk website/email and consider proceeding further with same.

**RESOLVED** that the Clerk to obtain more information.

1. To receive communication from resident in relation to potential spraying of pesticides and decide further action as applicable.

**RESOLVED** That more information is required. Clerk to contact the writer.

1. To receive and consider communication from the History Group and decide how to proceed accordingly.

**RESOLVED** That the communication is noted however the council do not have the power to act in the items detailed.

1. To consider request from a resident for a waste bin to be located on the A61 at the top of Moor Road.

**RESOLVED** That Cllr Parsons will deal with this.

1. To receive an update from Cllr Verrill on the forum held by Cllr Brown in relation to S106 funds.

There are only 5 people in office to deal with whole of North Yorkshire. At any one time they are dealing with 1K applications relating to commuted sums. Cllr Verrill advised that officers will try and be more flexible with the allocation/spending of the funds.

1. To consider siting the Chloe Dudley Memorial Bench on Hungate to replace the one there which is no longer suitable for public use.

It was noted that Cllr Verrill has already dealt with this item.

1. To consider the grass cutting of the Grave Yard and how to proceed in relation to tendering for this work to be carried out.

The clerk asked why this had not been included in the grass tender and advises that there had been no resolution for Cllr Verrill to obtain these quotes.

**RESOLVED** That Richard Taylor will carry out the work for 2024/2025.

1. To consider approving the subscription to full Canva for Cllr Parsons and the clerk at a cost of £99 each per annum.

**RESOLVED** That this be approved.

1. To consider approving the clerk’s attendance at a YLCA training session for experienced clerks at a cost of £52.50

**RESOLVED** That this be approved.

1. To consider approving the clerk completing the SLCC Internal Audit Course at a cost of £144.00

**RESOLVED** That this be approved.

1. To consider approving the Parish Council Insurance renewal for the year 2024/2025 at a cost of £493.59.

**RESOLVED** That this be approved.

1. For the council to note that the clerk worked 30 hours 11 minutes in the Month of April for which the 5 hours 11 minutes over contracted hours have been carried forwards to May.

This was noted.

1. For the council to note that as at 24.05.2024, including the 5hours 11 minutes carried forwards from April, the clerk has accrued 35 hours 23 minutes to date for the month. The hours for May will far exceed the contracted hours and will be deducted from the hours the clerk works in June. For members to note this will only leave the barest of time to carry out the minimal basic functions for that month.

**RESOLVED** This was noted and as per resolution at the January meeting of the Council the clerk will receive this as overtime pay and this resolution will stand.

**2024/073 To agree items to be communicated to residents, and the methods to be employed.**

There were not items agreed.

**2024/074 To notify the clerk of matters for inclusion on the agenda at the next meeting.**

There were no motions presented.

**2024/075 The next Ordinary meeting of Bishop Monkton Parish Council will be held Tuesday 18th June 2024 in the Methodist Room.** *The latest date for members to submit items for consideration on the agenda and reports on tasks is Monday 10th June 2024.*