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Bishop Monkton Parish Council Minutes

MINUTES OF THE MEETING OF BISHOP MONKTON PARISH COUNCIL HELD TUESDAY 21ST JANUARY 2025 IN THE METHODIST ROOM.

Commenced: 19.00 hours

Concluded: 20.57 hours

Attending: Cllrs Culshaw (Chairman) Oliver, Sargeson, Hogg, Scales, Goodier

Also Present: S Reid (Clerk) and 4 members of the public.

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)

- 2025/001 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.
- The chairman opened the meeting and welcomed everyone.
- 2025/002 To receive any apologies.**
Apologies were received from Ward Cllr Brown.
- 2025/003 To consider the apologies and decide whether to approve reasons for absence.**
Not applicable.
- 2025/004 Declaration of Interests**
- a) To receive any declarations of interest.
No declarations of interest were received.
 - b) To receive, consider and decide upon any applications for dispensation
No applications for dispensation were received.

Signed _____

Dated _____



- 2025/005** **To approve the minutes of the Bishop Monkton Parish Council Ordinary Meeting held Tuesday 17th December 2024.** (Circulated under separate cover)
RESOLVED That the minutes of the meeting held Tuesday 17th December 2024 were approved as an accurate representation of the meeting.
- 2025/006** **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.
- It was raised that it may be prudent for the Village Hall Committee to forward a report for the PC meetings and vice versa.
 - There may be a consultation on the purchase of the village telephone box.
 - Thanks were given to councillors for completing profile questionnaire. Arrangements were made to take photos. This is for the village website.
- 2025/007** **To receive a report from Cllr Nick Brown of North Yorkshire County Council.**
Cllr Brown was not in attendance and had not forwarded a report.
- 2025/008** **Clerk's report.** To note the clerks report.
The clerk's report was noted.
- 2025/009** **Financial matters.**
- a) To approve the payments as per the schedule attached.
RESOLVED That the payments on the attached schedule be approved.
 - b) To note the contracted ongoing payments.
The contracted payments were noted.
 - c) To note the bank reconciliation.
The bank reconciliation was noted.
- 2025/010** **Planning matters.**
- a) To consider and make observations on the following planning applications.
There were no planning applications to note.
 - b) To note planning decisions.
The planning decision was noted.
 - c) To note planning enforcements.
The planning enforcement was noted.
- 2025/011** **Ongoing matters.**

Signed _____

Dated _____



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- a) To receive an update from Cllr Sargeson in relation to the play inspection report and proposals for replacement equipment for the play area located at the playing fields.
Cllr Sargeson reported that things were progressing. A meeting had been held with the school council. The school are excited to be involved in the playground project.
The final design is nearly ready and grant funding is been researched.
The clerk notified members that this would have to go to the public works tenders as it exceeds £30K.
RESOLVED That Cllr Sargeson continue progressing this project. Thanks were given for the work he had done to date.
- b) To receive an update from Cllr Oliver on the replacement of certain street signs in the village.
It was reported that despite follow up emails there has been no reply from highways. Cllr Oliver Intends to try contact via telephone instead.
RESOLVED That Cllr Oliver continue to progress this project.
- c) To receive an update from Cllr Culshaw in relation to the plan to provide an item to celebrate the Coronation of HM King Charles III, namely the Coronation Walk including an update on Uredale Community Partnership and the application for funding for the Coronation Walk. and decide any action as appropriate.
Cllr Culshaw reported that there have been no updates to note.
- d) To receive an update from Cllr Oliver on highways matters, including traffic calming on Knaresborough Road and Moor Road, and consider any action required.
Cllr Oliver reported that the chairman of the village hall committee has received the communication from the PC in relation to provision of VAS/traffic calming measure in the village. This will be presented to the VH committee at their meeting to be held 22.01.2025.
It was suggested that the council see if North Yorkshire have portable VAS units that they would loan to the PC to monitor the effect these have on traffic calming prior to purchasing their own.
RESOLVED That Cllr Oliver continue this project and make contact with NY to see if portable units are available to borrow.
- e) To receive an update from the clerk in relation to the Deed of Easement between Yorkshire Water, Kebble Homes and Bishop Monkton Parish Council.
The clerk reported that she had made contact with the solicitor dealing with the Deed of Easement on behalf of the Parish Council and advised that the PC wished to proceed with this. She is waiting on him coming back to her.
- f) For the council to receive an update on the planning application from Avant Homes.
The clerk reported that she had emailed the communication to a number of sources in an attempt to highlight the issues in relation to the planning

Signed _____

Dated _____



application and enlist help to ensure the best possible outcome for everyone involved.

RESOLVED That the clerk will continue to push this communication.

- g) For members to nominate a further councillor to represent BMPC on the Management Committee of the Village Hall.

RESOLVED That Cllr Oliver will take up the position until the Annual Meeting of the Parish Council in May 2025.

- h) For members to nominate a further councillor to represent BMPC at the YLCA Harrogate Branch meetings.
No one wished to take up this role.

- i) To consider the problem of dog fouling within the village and decide ways to try prevent this.

RESOLVED To put a narrative in the village media sources, a poster on the three village notice boards and a receptacle containing poo bags by the notice boards to try encourage people to clean up after their dogs.

- j) For members to consider the amended draft grass cutting contract and look to approve same.

RESOLVED That the contract is approved by the council. The clerk to circulate this as soon as possible.

2025/012

New matters and correspondence.

- a) To note the clerks overtime for the year to the end of December 2024.

RESOLVED That the clerks unpaid overtime of 47.43 hours from April to December 2024 be paid.

- b) To note that, as per legislation, the clerk has requested that holiday pay is paid monthly.

This was noted.

- c) For members to consider the appointment of a Risk Manager.

RESOLVED That Cllr Hogg will assume this role.

- d) For members to discuss grant funding and consider the best way for the council to apply itself to this process.

RESOLVED That Cllrs Sargeson and Scales will assume this role.

- e) For members to discuss the Local Council Awards Scheme and consider if this is something the council would wish to pursue.

RESOLVED That Cllr Goodier will investigate this and carry out a GAP analysis which will be reported back to members.

- f) For members to consider the distribution of the New Residents Welcome Packs in the future following the request of the current distributor to step back from this function.

Signed _____

Dated _____



RESOLVED That Cllr Scales will assume this role. The resident to email all literature which forms the pack to both Cllr Scales and the clerk.
The Parish Council would like to take this opportunity to thank the gentleman who has undertaken this task for many years for all the hard work he has put into this and making new residents welcome to Bishop Monkton Village.

2025/013 To agree items to be communicated to residents, and the methods to be employed.

- Playground and School interaction
- Deed of Easement
- Village Hall
- Dog Fouling initiative.
- Avant Homes emails.

2025/014 To notify the clerk of matters for inclusion on the agenda at the next meeting.

- To consider the purchase of the telephone box.
- To consider ways for the public to contact the council.
- To consider VE Day 80th celebrations.

The clerk notified members that the next meeting will be held in the main room as the school room is pre-booked. The clerk will also not be present in person for this meeting but is hopeful to attend remotely.

2025/015 The next Ordinary meeting of Bishop Monkton Parish Council will be held Tuesday 18th February 2025 in the Methodist Room. *The latest date for members to submit items for consideration on the agenda and reports on tasks is Monday 10th February 2025.*

Signed _____

Dated _____