

SKELTON CUM NEWBY PARISH COUNCIL

c/o Nick Reed, Clerk, 9 Little Market Place, Masham, N. Yorks HG4 4DY

MINUTES OF A PARISH COUNCIL MEETING

DATE: Thursday 8th April 2021
TIME: 7.00pm
LOCATION: Online via Zoom
PRESENT: Cllrs Jane Mosley (Chair), Guy Critchlow, Richard Littlefair, Lawrence Paterson, Phil Tottie
CLERK: Nick Reed (minutes)
IN ATTENDANCE: Harrogate BC Cllr Nick Brown, 1 Members of the Public [MoP]

20.48	Declarations of interest and requests for dispensation There were none
20.49	Apologies and consideration of reasons for absence There were none, all councillors being present
20.50	Minutes of the Parish Council meeting held on 14th January 2021 These were AGREED as a true record of the meeting, and signed as such by the Chair.
20.51	Ongoing issues from minutes for updating (not covered elsewhere on the agenda)
20.511	National Lottery and allotments: The Council noted the installation of the polytunnel by a volunteer working group, and the mounting of the funding plaque by Cllr Mosley and Jim Spillings The Council minuted its THANKS to all concerned. The Council further noted that there is still enough money left from the grant to purchase and install an apple press, possibly with a small contribution from reserves. Action: Cllr Critchlow to circulate apple press information and costings
20.512	Commuted sums – The Council NOTED correspondence from Harrogate Borough Council stating that the Langcliffe and Roethorpe developments are not far enough along to trigger commuted sums for the Reading Room.
20.513	Motorway Service Area/s – The Council noted the completion of the public enquiry into potential service areas, with a decision not expected for some time.
20.514	School governor – Further to January’s minutes, the Council noted with regret that no suitable parent has emerged to claim the governing body spot as a representative of the Council.
20.52	Questions and Comments from members of the public / district and county councillors Harrogate BC Cllr Brown reported that there had been little activity to report at the district council, but that an extraordinary meeting was taking place on 13 th April to discuss the issue of North Yorkshire local government reorganisation. Cllr Brown added that in his opinion the motorway services area appeal had gone very well.
20.53	Financial Statement and approvals for payment The Council was noted as having on hand £21,652.33 on 31 st December 2020. It was RESOLVED to approve the following payments: Wages (Clerk Jan-Mar, Cleaner Jan-Mar); Clerk’s expenses/training qtr 4 £178.95; HMRC (PAYE qtr 4) £121.80; Yorkshire Accountants Ripon (payroll admin qtr 2) £36.00; Cllr Mosley (plating / Reading Room expenses) £85.97; and Yorkshire Local Councils Association (membership 2021-22) £133.00.

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	<p>Direct debit payments were noted to Yorkshire Water (£24.47, Reading Room) and E.On Next (£400.96, Reading Room electricity, leaving the account £265 in credit). The cash book balance after these transactions was noted as being £16,666.26.</p>
20.54	<p>Planning applications and decisions</p> <p>The Council RATIFIED for the minutes the decision arrived at by email between meetings that it has no objection to application 21/00592/FUL for a side extension at 2 Cherry Tree Close. The Council NOTED the granting of applications 21/00213/YPO for the felling of a lime tree at Old School House, and 20/05141/FUL for two large picnic canopies at Newby Hall.</p>
20.55	<p>Annual meeting</p> <p>The Council discussed issues regarding the Annual Parish Council Meeting, which is now required to be held in-person, and RESOLVED to hold the meeting at 7pm on Thursday 20th May, a week later than would be usual, to save the Reading Room from having to open before it is technically allowed.</p>
20.56	<p>Internal audit</p> <p>The Council NOTED that the usual peer-review meeting for internal audit is not possible this year, and therefore RESOLVED to appoint Spectrum Futures CIC to undertake the Council's internal audit for the financial year 2020-21</p>
20.57	<p>Website</p> <p>The Council NOTED that BTClick is withdrawing its free website service on 24th May, and that in order to comply with the Transparency Code for Smaller Authorities (2015) a free-to-access website is required. The Council RESOLVED to appoint Wild Garlic Training Ltd to design and populate a new website at a cost of £450, plus no more than £150p.a. for domain purchase and hosting. It was further RESOLVED that Cllr Mosley would lead on liaison regarding website design and non-statutory content. The Council NOTED that any intellectual property rights would reside with the Council and would be deemed to have been bought out as part of the agreed fee.</p> <p>Action: Clerk to send Wild Garlic a letter of engagement noting in particular the final point</p>
20.58	<p>Reading Room issues</p> <p>The Council discussed at some length the management and condition of the Reading Room and RESOLVED: firstly, to commission at the Council's expense a damp inspection of the Reading Room from a party independent of both the Council and the Newby Hall Estate; and secondly, that there was no pressing need to "re-gear" the lease, which is currently 13 years into a 20 year term. The Council then NOTED that the Room is ready for re-opening when regulations permit, with sanitiser, paper towels etc in place, and a test and trace QR code in process. Finally, the Council RESOLVED to approve the purchase of three picnic tables and parasols for the Reading Room / allotments at a cost of up to £1,500, with the balance of the NYCC Councillor Discretionary Grant going towards this purchase.</p>
20.59	<p>Dog fouling</p> <p>The Council NOTED the very visible increase in both dog fouling within the parish and particularly on the permissive paths of Newby Hall Estate, and of complaints about dog fouling, in 2021. With regret the Council concluded that there was little action which could reasonably or safely be taken beyond continuing to appeal to the better judgement of dog owners. This could perhaps be done via further notices, although the Council considered that there were already quite enough notices for dog owners not to have any excuse for not picking up after their pets.</p> <p>Action: Cllr Paterson to draft a fresh notice/poster for consideration</p>

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20.60	North Yorkshire local government reorganisation The Council considered the issue of the creation of one or two unitary authority/ies for North Yorkshire, and RESOLVED that as a very small parish it would not be affected by either option to justify commenting on the proposal formally.
20.61 20.611 20.612	Correspondence PKF Littlejohn LLP – Information regarding the preparation of the Annual Governance and Accountability Review for 2020-21 MoP – Request for information about burial sites within the parish, towards a masters degree
	Chairing the Council The agenda being concluded, Cllr Mosley informed the Council that she would not be seeking re-election as Chair at the Annual Parish Council Meeting, but that she would continue both as a councillor and covering Reading Room administration, which is a voluntary rather than Council-related position. The Council THANKED Cllr Mosley for her hard work and dedication over several years' chairing, particularly noting her diligence and success in the field of fundraising for the Reading Room and allotments.

The meeting closed at 8.35pm.

SIGNED: (Chair)

DATE: