
BISHOP MONKTON PARISH COUNCIL

Minutes of Bishop Monkton Parish Council Meeting held at Bishop Monkton School Room on Tuesday 14th September 2021 at 7.00pm

Present: Cllrs Verrill (Chairman), Garnett, Aycliffe, Meyers, Culshaw. S Reid (Clerk)

Commenced: 19.00 hours

Concluded: 20.50 hours

2122/044 Introduction from the Chairman

The chairman opened the meeting and welcomed everyone to it. The new clerk, Sue Reid, was introduced to everyone.

2122/045 To receive any apologies and approve reasons for absence

Apologies were received from Cllrs Parsons Harrison and Brown.

2122/046 Declaration of Interests

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

There were no declarations of interest made.

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

There were no applications for dispensation made.

2122/047 To confirm the minutes of the full council meeting held on 12th August 2021 as a true and accurate record.

RESOLVED that the minutes of the Bishop Monkton Parish Council meeting held 12.08.2021 be accepted as a true record of proceedings.

2122/048 To receive a report from Cllr Harrison from North Yorkshire County Council

There was no report to be received as Cllr Harrison was unable to attend the meeting.

2122/049 To receive a report from Cllr Brown from Harrogate Borough Council

There was no report to be received as Cllr Brown was unable to attend the meeting.

2122/050 Financial matters:

a) To approve the schedule of payments.

Payee	Details	Amount
Bishop Monkton Village Hall	Room Hire	£24.00
YLCA	Training- Sheila	£48.00
R. Crabtree	Salary	£266.21
De-signs Signs Ltd	Village sign	387.60
HMRC	PAYE & NI	£60.60
Bishop Monkton Village Hall	Room Hire	£30.00
Farm and Land services	Grass cutting	£580.80

RESOLVED to approve the schedule of payments as a true record of expenditure.

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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b) To approve the bank reconciliation and budget reconciliation.

Prepared by: Rebecca Crabtree, Responsible Finance Officer

Date prepared: 5th September 2021

Balance as per bank statements 19th August 2021

BANK STATEMENTS		
HSBC a/c ****9457 balance as at 19th August 2021	£11,273.25	
HSBC a/c ****2818 balance as at 31st August 2021	£2,130.66	
Total		£13,403.91
Unpresented cheques		
Closing balance per bank statements		£13,403.91
CASH BOOK		
Opening balance		£11,757.33
Income (Precept £4502, walking booklets £23, interest £0.05)		£4,525.05
Payments to date		£2,878.47
Closing balance per cash book as at 19th August 2021		£13,403.91

Expenditure

Expenditure	2021-2022	Current Expenditure
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ADMINISTRATION		
Salary and related costs	£5,000.00	£1319.19
Stationary/Office equipment	£200.00	£8.73
Website	£30.00	
Insurance	£650.00	£392.91
Room Hire	£100.00	£35.00
Newsletter/Welcomes Booklet	£150.00	£167.60
Audit fees	£200.00	£175.00
Training	£500.00	£48.00
Fees	£200.00	£75.00
Membership/Subscriptions	£500.00	£348.97

MAINTENANCE		
Grounds Maintenance	£500.00	£147.13
Village Gardening	£150.00	£140.00

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Grass Cutting	£2,500.00	
Asset Maintenance	£2,000.00	
Sandbags and gritting	£120.00	
Beck cleaning	£360.00	

PROJECTS/EVENTS/GRANTS		
Festive costs	£500.00	
Speed Calming Measures		
Footpath/Cyclepath		
Facility improvements		
Walking noticeboard	£1,000.00	
Grants	£800.00	

RESERVES		
General reserves	£4,320.00	
Earmarked reserves	£2,000.00	

Total	£21,780.00	£2857.53
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Please note: The VAT amount is not included on the budget/expenditure comparison table. (£20.94)

RESOLVED to approve the bank reconciliation as a true record of the council's financial position.

2122/051 To receive an update on the following ongoing issues and decide upon further action where necessary:

- a) To receive an update about speed calming measures.
The existing sign has been replaced with a larger one which is much more visible.
RESOLVED That the clerk ask Michael Harrison if he had these works carried out and thank him accordingly. The clerk also to look at new VAS signs and respective costings.

- b) To receive an update about the Clerks vacancy and approve the recruitment panels recommendation.
RESOLVED That Sue Reid has been recruited to the position of Proper Officer with Bishop Monkton Parish Council.

Cllr Ayliffe left the meeting at 19.20 hours.

2122/052 Matters requested by the Councillors and Clerk

- a) To consider and agree to create a committee to deal with planning issues in the village, agree membership and any other arrangements .
RESOLVED to form a working party to look into the matter and report back to the PC the best way forward in relation to the two new planning matters in the village. The members are to be Cllrs Verrill and Culshaw.

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- b) To consider parking issues next to the post box and agree any necessary arrangements (SP)
RESOLVED It was agreed that there is nothing the Parish Council can do in relation to the matter as this is a public highway where parking is allowed.
- c) To consider and agree arrangements for village planting.
The Pc had received communication from the Bishop Monkton Gardening Club in relation to attending to the four planters within the village. The members noted the contents.
RESOLVED that the PC are going to take on the responsibility and work to a rota to maintain the four planters and surrounding areas.

that the clerk to contact HBC to see if the annual bulbs are still available.

It was agreed to allow the sum of £100 per planter per year.
Receipts to be given to the clerk for re-imbusement.

The clerk to write a risk assessment in relation to the works.
- d) To consider and agree arrangements for tree works in the village (SP)
RESOLVED that the tree in question is going to be cut.
- e) To consider and agree arrangements for Christmas.
To consider getting the public to put xmas lights throughout the village. Put in the **RESOLVED** for the clerk to place details in the village magazine, pc website and facebook page asking residents to join in this festive event.
- f) To consider and agree for councillors to attend training courses (SV)
RESOLVED that all new councillors shall attend the YLCA 'off to a flying start' course.

2122/053 To consider any correspondence received and agree any necessary action

- a) To consider a request to contribute towards the Queens Platinum Jubilee 2022
RESOLVED That the council will look into purchasing a commemorative item for all children in the village.
- b) To consider correspondence received by a resident regarding wagons in the village
RESOLVED that there is nothing the council can do in relation to the wagons using the village as they are not breaking and regulations.
- c) To consider correspondence received by a resident regarding the possibility of a footpath on Moor Road.
RESOLVED The clerk to investigate to see if anything can be done in relation to this issue.

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2122/054 To consider the following planning applications:

Application No.	Address	Proposal
21/03617/FUL	Yorbus Grange Moor Road	Renovation and conversion of annexe and 2no. cottages to form part of the dwelling house. Erection of two-storey and single-storey extensions and associated landscaping. Demolition of agricultural buildings and equine buildings. Erection of stables. Conversion of brick barn to form gym and home office together with one-bedroomed guest accommodation. No objection
21/03493/S106	Yorbus Grange Moor Road	Discharge of S106 agreement in relation to 87/03276/FUL (granny flat). No objection
21/03735/S106	Yorbus Grange Moor Road	Discharge of S106 agreement in relation to 88/01713/FUL (creating one student cottage and 2 holiday cottages). No objection.
21/03577/LB	Ings Farm Ings Lan	Listed building consent for the erection of a first floor extension. No objection
21/03576/FUL	Ings Farm Ings Lane	Erection of a first floor extension. No objection

2122/056 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

b) Village hall and playing fields.

RESOLVED that the clerk to investigate and report back to the council.

c) S104 Agreement.

RESOLVED that the clerk to investigate and report back to the council.

2122/057 **To notify the clerk of matters for inclusion on the agenda at the next meeting**
Nothing was presented at the time.

2122/058 **To confirm the date of the next meeting.**
The next meeting of Bishop Monkton Parish Council is to be held on Tuesday 19th October 2021.

2122/059 **Public participation**
There were no members of the public present.