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# BISHOP MONKTON PARISH COUNCIL

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## MINUTES OF THE BISHOP MONKTON PARISH COUNCIL MEETING HELD TUESDAY 19<sup>TH</sup> OCTOBER 2021 IN THE BISHOP MONKTON SCHOOL ROOM

Commenced: 19.00 hours

Concluded: 21.11 hours

Present: Cllrs Verrill (Chairman) Garnett, Culshaw, Parsons, County Cllr Harrison, District Cllr Brown, Clerk S Reid.  
1 member of the public.

**2122/060 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. It was reported at this point that Cllr Ayliffe has resigned his position with Bishop Monkton PC.

**2122/061 To receive any apologies and approve reasons for absence.**

Apologies were received from Cllr Meyers. These were approved.

**2122/062 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  
Cllr Culshaw declared an interest in planning application 21/04294/HEDGE.  
Cllr Verrill declared an interest in item 2121/068 e)
- b) To receive, consider and decide upon any applications for dispensation.  
There were no applications for dispensation received.

**2122/063 To confirm the minutes of the full council meeting held on 14<sup>th</sup> September 2021 (Appendix 1) as a true and accurate record of proceedings.**

**RESOLVED** that the minutes of the Bishop Monkton Parish Council meeting held 14.09.2021 be accepted as a true and accurate record of proceedings.

**2122/064 To receive a report from Cllr Harrison from North Yorkshire County Council**

NYCC have submitted the basis of how they would like to see the structural change order for the new Unitary Authority. This will go before Parliament in the new year. It has been requested that PC elections run parallel with the elections for the new council to save on cost. The proposal is a 5 year term from May 2022. The first year will be as a shadow then the latter 4 years would be under the new authority. District councils will continue to function for one year from May 2022. County will function for 5 years from May 2022. County will be legally termed a continuing authority to assist with Tupe throughout all councils.

It was asked of Cllr Harrison what will happen with planning at HBC. There is nothing definite yet, however it is expected there will be local planning committees.

In the coming months a decision will be made as to which wards PC's will fall into. Elections to these wards will take place May 2022. A new boundary review will take place in the first term of the new authority.

Various speeding concerns have been received. Cllr Harrison asked if the PC would be interested in having speed strips to collect the data to assess the problem. The council were supportive of this idea and suggested that these should be located on Knaresborough Road near Harvest View.

At this stage item 2122/067 b) was brought forwards for Cllr Harrison to respond to. There are two ways to get funding. First is directly linked to development. The second is central

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government funding. It is highly unlikely that developer funding we be approved. It has been highlighted to NYCC that in the next round of bids this footpath is considered.

A member of the public advised that a new single deck bus is now operating on this road.

School buses have to be economical. NYCC is trialling a demand responsive bus. This is covered over a geographical area. There are stops where you can get on/off the bus but you have had to request it otherwise it wont turn up. Using the app you enter where you are/where you want to go and the time. The bus turns up. It is a flat fee and passes can be used.

- 2122/065 To receive a report from Cllr Brown from Harrogate Borough Council**  
A committee has been set up to look at wards. It is proposed that Wathvale, Bishop Monkton and Newby to be amalgamated.
- 2122/066 To receive the clerk's report (Appendix 2)**  
The clerk's report was noted.
- 2122/066 To consider the following financial matters:**
- a) To approve the schedule of payments **(Appendix 3)**  
**RESOLVED** To approve the payments as detailed in appendix 3.
  - b) To approve the bank reconciliation and budget reconciliation **(Appendix 4)**  
The clerk had not prepared a bank reconciliation at this time.
- 2122/069 To note the following planning matters:**
- a) Planning Consultations **(Appendix 5)**  
**RESOLVED** To submit the planning observations as detailed in appendix 5.
  - b) Planning Decisions **(Appendix 6)**  
The planning decisions were noted.
  - c) Planning Enforcements **(Appendix 7)**  
The planning enforcements were noted.
- 2122/067 To receive an update on the following ongoing issues and decide upon further action where necessary:**
- a) To receive an update on the formation of a working party to look at planning matters with BMAG and decide any further action as necessary.  
A discussion was held by members of BMPC to discuss how the PC were going to approach this. It was decided to set up a working party/advisory group to look into these matters and keep the PC informed. The group is not a decision making body. The group would also include some members of BMAG. Meetings would be on a monthly basis prior to PC meetings so reports can be given. Decisions have yet to be made on some items, ie. Communications/minutes etc. BMAG have asked a few questions which have been responded to.
  - b) To receive an update of the possibility of a footpath on Moor Road and decide any further action as necessary.  
It was noted that this needs further investigation.
- 2122/068 To consider the following new matters/correspondence and decide action where necessary.**
- a) To discuss copy for the forthcoming edition of Bishop Monkton Parish Magazine.

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**RESOLVED** That the clerk look back on previous submissions to obtain some ideas as to what is required.

- b) To discuss communication from Cllr Harrison in relation to funding streams and decide any further action as required.

**RESOLVED** That this was not applicable to the council at this present time.

- c) To consider communication received in relation to a festival in Bishop Monkton 2023 **(Appendix 8)**

**RESOLVED** That the clerk invite the organiser to attend the next meeting of the council to give a presentation.

- d) To consider communication received in relation to the Parish Noticeboard by the ford and decide any further action as necessary. **(Appendix 9)**

It was noted that Cllr Verrill has repaired the notice board.

- e) To consider communication received in relation to Solar Development and decide any further action as necessary. **(Appendix 10)**

**RESOLVED** That the Council have no observations to make at this stage.

- f) To consider communication received in relation to a '20's Plenty' speed campaign and decide any further action as necessary. **(Appendix 11)**

**RESOLVED** That no further action be taken at this stage.

At this point the members of the public were requested to leave the meeting under the Public Bodies (Admissions to Meetings) Act 1960 s2.

- g) To consider communication received in relation to Grant Funding for the Sports and Playing Fields and decide any further action as necessary. (This has been forwarded under separate cover to all members)

**RESOLVED** That the clerk write to the Sports and Playing Fields Association.

21.00 Cllr Garnett left the meeting.

- h) To consider the clerks Contract of Employment and decide any further action as necessary.

**RESOLVED** That the Contract of Employment for the Clerk meets requirements and is to be signed and issued by all parties concerned.

- i) To consider the banking arrangements and amending the mandate to include the clerk, S Reid, also allowing online banking access.

**RESOLVED** to make the necessary amendments to the banking mandate allowing the Clerk, S Reid, to have full access, including online banking.

**2122/072 To notify the clerk of matters for inclusion on the agenda at the next meeting**

- Tree located by bus stop needs work carrying out.

**2122/073 To confirm the date of the next meeting as 16th November 2021.**

**2122/074 Public participation**

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# BISHOP MONKTON PARISH COUNCIL

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## APPENDIX 1 – Minutes of previous meeting

### Minutes of Bishop Monkton Parish Council Meeting held at Bishop Monkton School Room on Tuesday 14<sup>th</sup> 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 12<sup>th</sup> 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:

d) 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

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

e) To approve the bank reconciliation and budget reconciliation.

Prepared by: Rebecca Crabtree, Responsible Finance Officer

Date prepared: 5<sup>th</sup> September 2021

Balance as per bank statements 19<sup>th</sup> August 2021

<b>BANK STATEMENTS</b>		
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		
<b>Closing balance per bank statements</b>		<b>£13,403.91</b>
<b>CASH BOOK</b>		
Opening balance		£11,757.33
Income (Precept £4502, walking booklets £23, interest £0.05)		£4,525.05
Payments to date		£2,878.47
<b>Closing balance per cash book as at 19th August 2021</b>		<b>£13,403.91</b>

## Expenditure

Expenditure	2021-2022	Current Expenditure
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<b>ADMINISTRATION</b>		
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

<b>MAINTENANCE</b>		
Grounds Maintenance	£500.00	£147.13

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Village Gardening	£150.00	£140.00
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	

<b>Total</b>	£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.
  
- b) To consider parking issues next to the post box and agree any necessary arrangements (SP)

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**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-imburement.

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.

### 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

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		equine buildings. Erection of stables. Conversion of brick barn to form gym and home office together with one-bedroomed guest accommodation. <b>No objection</b>
21/03493/S106	Yorbus Grange Moor Road	Discharge of S106 agreement in relation to 87/03276/FUL (granny flat). <b>No objection</b>
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). <b>No objection.</b>
21/03577/LB	Ings Farm Ings Lan	Listed building consent for the erection of a first floor extension. <b>No objection</b>
21/03576/FUL	Ings Farm Ings Lane	Erection of a first floor extension. <b>No objection</b>

### 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 19<sup>th</sup> October 2021.

### 2122/059 Public participation

There were no members of the public present.



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### APPENDIX 2 – Clerk's Report

The second precept payment has now been received, however that also means that it is that time again when budgets have to be prepared in readiness for the forthcoming year 2022/2023. A draft budget will be presented to the council at the November meeting for consideration and any amendments making. The final budget will then be presented at the December meeting for ratifying. This is the time to think about any projects the council may wish to undertake for the following year in order that they can be included in the budget.

The owners of The Old Vicarage, Knaresborough Road, whose planning application was refused by Harrogate Borough Council have lodged an appeal against the decision. Anyone wishing to make comments/modify or withdraw previous representations can do so at <https://acp.planninginspectorate.gov.uk>. All representations must be received by 8<sup>th</sup> November 2021. All representations must quote the appeal reference (APP/E2734/W/21/3283483). It is important to note that any representations will be copied to the appellant and HBC.

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## APPENDIX 3 – Scheduled of Payments

Payee	Details	Amount
S Reid	Clerks Wages	£163.49
R Crabtree	Clerks Final Wages	£102.93
Yorkshire Accountants	¼ invoice	£36.00
HMRC	PAYE	£60.40
S Verrill	Fuel	£12.50
S Reid	Mileage & Expenses	£45.60

## APPENDIX 4 – Bank Reconciliation

<b>BANK STATEMENTS</b>		
HSBC a/c ****9457 balance as at		
HSBC a/c ****2818 balance as at		
Total		
Unpresented cheques		
<b>Closing balance per bank statements</b>		
<b>CASH BOOK</b>		
Opening balance		
Income (Precept £4502, walking booklets £23, interest £0.05)		
Payments to date		
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## Expenditure

Expenditure	2021-2022	Current Expenditure
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<b>ADMINISTRATION</b>		
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Footpath/Cyclepath		
Facility improvements		
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### APPENDIX 5 – Planning Consultations

Application No	Proposal	Location	Applicant	PC Comments
21/03577/LB	Listed Building consent for the rection of a first floor extension (amended plans received 22.09.21)	Ings Farm Ings Lane Bishop Monkton HG3 3QT	Mr & Mrs Whelan	OK
21/03576/FUL	Erection of a first flow extension (amended plans received 22.09.21)	Ings Farm Ings Lane Bishop Monkton HG3 3QT	Mr & Mrs Whelan	OK
21/04249/HEDGE	Remove and replace hedge	Norbridge Boroughbridge Road Bishop Monkton HG3 3QN	Mr Dean Culshaw	OK

### APPENDIX 6 – Planning Decisions

Application No	Proposal	Location	Applicant	Decision
21/00471/FUL	Erection of 1 no single storey rear extension and erectino of 1 no 2 storey rear extension (revised design)	Mandal Hungate Bishop Monkton HG3 3QL	Me & Mrs Leigh Hughes	Grant planning permission subject to conditions.
21/03415/TPO	Fell 2 no birch trees (T1 and T2) and replant with one Sorbus acuparia and one Sorbus aria. Within group G1 of TPO 50/2016	Glenroyd House Boroughbridge Road Bishop Monkton HG3 3QN	Jc Trees and Arborists	Part approved and part refused

### APPENDIX 7 – Planning Enforcements

Case Number	Location	Alleged Breach	Planning No if applicable	Details
21/00496/PR15	4 Fontein Terrace Boroughbridge Road Bishop Monkton HG3 3 <sup>RD</sup>	Erection of a new fence		A communication has been received on 11.10.2021 which reports a possible breach of planning control at the location.

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### APPENDIX 8

I had a conversation with Becky Crabtree before she left about coming to speak to the Parish Council about plans for a Bishop Monkton Festival in 2023. I am getting in touch now to see whether we can arrange to do this at a meeting between now and Christmas.

I would be able to share a short paper with you in advance of the meeting and then speak briefly at the meeting to the paper and answer any questions. I am not asking the Council for any financial help but I am seeking their support for the idea.

### APPENDIX 9

Good morning, the noticeboard just passed the ford no longer locks at the bottom. One of the fastings has come out completely and the other one is damaged. I am concerned that, in the wind, the whole of the front might be damaged.

### APPENDIX 10

I am writing on behalf of Solar Farm Developers, Infraland who are proposing a ground mounted solar farm on land to the north of Burton Top Farm and to the south of Wormald Green, South Stainley (please see enclosed leaflet for location).

Infraland is a developer of Solar Photovoltaic (PV) Plants (or 'solar farms') who are committed to responsible land use and believe that the development and commercial delivery of medium and large-scale solar farms can be achieved in harmony with their surroundings.

Infraland, together with their team of planning, environmental and engineering consultants, have been developing a ground mounted solar scheme for the Wormald Green site that responds positively to local environmental, landscape and historical constraints and opportunities.

In advance of making a planning application to Harrogate Borough Council later this year, Infraland will be presenting and seeking comments on the draft proposals via a dedicated website between 11 October and midnight on the 24 October 2021. Infraland are, on the advice of the Local Planning Authority, issuing invites to the consultation to all properties within the parishes of South Stainley, Bishop Monkton, Burton Leonard and Markington with Wallerthwaite. These should be with residents early next week. A copy of the invite is attached for your information.

Whilst the proposed development is located outside of your Parish in the Parish of South Stainley, Infraland and Lanpro (as their planning consultants) would be delighted to answer any questions that Parish Council Members may have on the proposals.

I look forward to hearing from you.

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## APPENDIX 11

**To: All Parish Council Clerks in North Yorkshire**

Dear Parish Council Clerk

[20s Plenty](#) is a national organisation that campaigns for a 20mph speed limit in place of existing 30mph limits.

The **North Yorkshire branch of 20s Plenty** would like you to please circulate [this briefing](#) and this link to a 7 minute video <https://vimeo.com/605870288> to all your Parish Councillors and to consider showing [this video](#) and discussing at a Parish Council meeting this motion:

*“This parish/town council supports the implementation of 20mph as the default speed limit for our parish and in all the urban and village streets in North Yorkshire where people live, work, shop, play and learn. This parish council will write to the Leader and Cabinet Member for the Highway Authority (currently North Yorkshire County Council) to implement a County wide policy on this issue to support 20mph as the default limit with higher limits only where the needs of vulnerable road users are fully taken into account”*

**Please let us know your decision and when you pass the motion on**  
[20sPlentyforNorthYorkshire@gmail.com](mailto:20sPlentyforNorthYorkshire@gmail.com)



We have included a [20s Plenty poster](#) so that councillors can be photographed with a picture of the poster, next to the sign for your village or town, once a motion is passed, and/or insert the name of your parish or town council on the poster, and send us your picture. You can also do this on twitter and facebook and inform the press. We can then use this to build a county wide campaign.

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Philip Allott, the new North Yorkshire Police, Fire and Crime Commissioner, has commented that he will “support and implement 20mph in urban locations, where local authorities are prepared to support it”.

We are hoping that if enough Parish and Town Councils pass this motion, then the County Council will change their policy to allow the much wider implementation of 20mph in our communities as has happened in so many other areas of the country and provide funding.

A mother of 2 small children, Emma Hope in Sherburn-in-Elmet, is one of the latest to persuade her parish council to recognise the need to bring traffic down to the far safer speed limit of 20mph in her community and protect her family.

If you or any of your Councillors have any questions, please contact us at [20sPlentyforNorthYorkshire@gmail.com](mailto:20sPlentyforNorthYorkshire@gmail.com)

Our next 20sPlenty for North Yorkshire ZOOM **meeting** is on **Thursday 11th November at 7.30pm using this link:** <https://us02web.zoom.us/j/5861366730> Meeting ID: 586 136 6730

Yours sincerely,

**Cllr John Brassington**, Barkston Ash Parish Councillor – Parish Council supports 20mph

**Emma Hope**, Sherburn-in-Elmet resident – Parish Council 2021 vote for 20mph limit

**Ian Conlan**, Malton resident

**Malcolm Margolis**, Harrogate resident

*Email:* [20sPlentyforNorthYorkshire@gmail.com](mailto:20sPlentyforNorthYorkshire@gmail.com)

*Website:* <https://www.20splenty.org>

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# 20's Plenty for Us

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