

The Annual Parish Meeting of Bellerby Parish Council was held in the Memorial Hall on

Monday 16th May 2016 at 7.30pm

Minutes

The meeting was attended by the clerk Lynn Watkinson, Councillors Hutchinson, Rycroft, Scriven and Travell.

John Hall was also in attendance.

1. Apologies for absence

District Cllr Amsden sent his apologies.

2. Parish Chairman's report of the Parish Council's activities in the past year

Cllr Hutchinson read out the Chairman's report.

3. Public speaking and question time

John Hall asked if the speeding signs from last year could be taken down as they were looking scruffy.

Cllr Travell said this was in hand as the original artwork had now been retrieved from the Police.

4. Close of meeting

The meeting closed at 7:41

The Annual Meeting of Bellerby Parish Council was held in the Memorial Hall on

Monday 16th May 2016 at 7.41pm

Procedural Matters

1. Election of Chairperson and Declaration of Acceptance of Office

Cllr Hutchinson was proposed as Chairman by Cllr Rycroft and seconded by Cllr Scriven.

The Declaration of Acceptance of Office and Registration of Financial and Personal Interests was duly signed.

2. Apologies for absence

District Cllr Amsden sent his apologies.

3. Election of Vice Chairperson

Cllr Travell was proposed as Vice Chairperson by Cllr Rycroft and seconded by Cllr Hutchinson.

4. Declaration of Acceptance of Office and Registration of Financial and Personal Interest.

The Declaration of Acceptance of Office was signed and Cllr Travell took the Registration of Financial and Personal Interest for completion later.

Cllrs Rycroft & Scriven confirmed that there were no changes to be recorded on their Register of Financial and Personal Interest.

Clerk to submit completed forms to Richmondshire District Council.

Cllr Travell to return completed Register of Financial and Personal Interest.

5. "To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

Cllr Scriven declared a personal interest in a planning matter.

6. To approve the minutes of the last meeting

All present agreed that these were a true and accurate record of the meeting and the Chairman duly signed them.

7. To approve the minutes of the Emergency meetings

All present agreed that these were a true and accurate record of the meetings and the Chairman duly signed them.

Business Matters

8. Matters arising from previous minutes

Footpath Works

District Cllr Amsden has agreed to act as liaison with the Sunters and has spoken to James Sunter to inform him. District Cllr Amsden was to hold a meeting with James Sunter the following day and hoped to progress the matter.

Highways Work

The Clerk had written to the Leathleys and the Owners of The Marshes about the issues at those properties.

Neil Strickland had informed Cllr Travell that Runs Bank would have to be closed to allow the Highways access to investigate the problem but it was on the list of works.

Highways have inspected the corner at Island House and advised Cllr Travell about chevrons that could be attached to the wall.

Cllr Travell to look into costs.

Yorkshire Water

Cllr Rycroft reported that the reinstatement work to the Top Green was not satisfactory. Cllr Travell additionally reported complaints from the Wards about the state of the green.

The Clerk reported that Yorkshire Water had no riparian ownership for the Beck behind The Terrace and would not carry out any work to this stretch.

Clerk to contact Yorkshire Water again re the Top Green.

Speed Sign Funding Application

The Clerk reported that the application from the Police Property Fund for rigid speed awareness signs had been successful. Cllr Travell had received the artwork back from the police.

Cllr Hutchinson to scan in artwork and speak to sign producers.

Phone Box

The Clerk reported that Joe Peck may be persuaded to clean up the phone box. It was decided to retain the colour of Pillar Box Red. It was agreed that recompense could be offered.

Cllr Hutchinson reported that a post box had been purchased for installation in the phone booth. This would be used as a post box for questionnaires and for responses to the Parish Council as well as a village suggestion box.

Cllr Travell to pass the Post Box to David Ward for installation.

Clerk to speak to Joe Peck.

Emergency Plan Meeting/Winter Weather Scheme Emergency Box

The Clerk was still awaiting the Emergency Box from North Yorkshire County Council.

Clerk to contact Scott's Electricals to determine options for a light at the defibrillator.

Memorial Hall

The Clerk reported that an external door to the Memorial Hall porch was in the planning stage. Lee Wardman had advised the Clerk that an application placed through the Parish Council would incur lower fees. The Parish Council agreed that this was agreeable.

Clerk to notify Lee Wardman.

Community Plan

The Clerk reported that 3 responses to the Good Neighbour Scheme had been received. These could be added to the Leyburn Scheme if that got off the ground.

Clerk to notify Reverend Hepper.

Community Assets

It was agreed to register the Memorial Hall and Cross Keys Public House as Community Assets.

Clerk to process forms.

Future Strategy

As no further responses had been received from the public and it had been overtaken by the situation with the Cross Keys this was on hold.

Local Council Award Scheme

The Clerk had forwarded copies of the minutes and agenda to YLCA for their advice on bringing them up to best practice standards.

Governance Documents

The Parish Council adopted the Financial Regulations and Retention of Documents forms circulated prior to the meeting. The Chairman duly signed the documents.

The existing Governance Documents were reviewed and no changes were necessary.

Website

The Clerk had received a further email encouraging Councils to apply for monies from the Transparency Fund. The Clerk explained that this could be used for salaries, the domain and design work. It was agreed to apply for funding for the website.

Clerk to process application.

Vacancy

It was agreed to co-opt Peter Chilton to the Parish Council. He was not able to attend this meeting but would be present at the meeting in June to complete the formalities.

Cross Keys Pub

Cllr Hutchinson explained the present situation at the Cross Keys pub and the contents of the letter to be sent out to residents as previously circulated to the Parish Councillors. The Clerk had generated a mailing list based largely on the latest Electoral Register for circulation of the letter.

Votes would be counted in the Memorial Hall on the evening of June 3rd 2016.

Cllr Hutchinson to mail out letter.

Clerk to book Memorial Hall for count.

9. Correspondence received since last meeting

An email had been received seeking volunteers to help guide the business of policing in North Yorkshire and York. Cllr Travell expressed an interest in applying.

Notice of a road closure of South Moor Lane for 3 days from 18 May 2016 had been received.

A letter had been received looking for registration of green spaces to commemorate World War 1 - no space was available.

The Best Kept Village judging guidelines had been received and judging will be in the first 2 weeks of July.

Notice of a branch meeting of Yorkshire Local Councils Association on 9th June had been received.

Clerk to email the details to Cllr Hutchinson who may be able to attend.

Advance notice of a meeting at Mercury House on 27th October had been received. This would provide an update on budgetary issues facing the District Council.

Clerk to attend.

The login details for the website of the National Association of Local Councils had been received. This was for Clerks and Councillors from member Councils only.

10. Planning matters

Cllr Scriven left prior to discussion of the following planning matter:

Full Planning permission for Proposed Agricultural Building for the Housing of Cattle at Southfields Farm, Bellerby – 16/00259/FULL.

No objections.

11. Authority to pay

Anthony Goulthorpe	£240.00	100544	Grass Cutting
Bellerby Memorial Hall	£7.20	100545	Hall Rent
Lynn Watkinson	£23.94	100546	Post box & Stationery
Richmondshire DC	£173.78	100512	Playing Field Inspection

Receipts:

RDC	£4012.50	R20	Precept 1 st Instalment
HMRC	£1448.43	R21	VAT Repayment
Police Property Fund	£480.00	R22	Rigid Signage

The clerk had circulated the end of year accounts for review. These were agreed and the Chairman duly signed them.

The clerk reported that the Internal Audit had been completed and the report should be available for review at the next meeting. The completed External Audit forms were approved and duly signed by the Chairman.

Clerk to send off the external audit forms.

Clerk to add salary review and appraisal to June agenda.

The Clerk had received confirmation of acceptance of the application for a Community Account with the Co-operative Bank. The Cheque Book and Debit Card should arrive shortly.

12. Exchange of views and ideas

Cllr Travell reported that the new noticeboard and fingerpost had been installed. The Clerk confirmed that the old noticeboard would be installed at the Memorial Hall.

Cllr Travell to arrange relocation of old noticeboard to Memorial Hall.

Clerk to add additional street furniture to Asset Register.

Cllr Hutchinson asked about pursuing further funding for the Matrix signage. The clerk recommended waiting until the position with the Cross Keys was clarified.

Cllr Travell suggested extending the grass cutting on Moor Road up to Curlew Barn.

Clerk to get a quote for the additional cost.

Cllr Travell suggested buying additional troughs for around the tree.

Cllr Travell to proceed.

The Clerk reported that the accounts for the Memorial Hall were available on the North Yorkshire County Council Open Data Platform. It was suggested that the other groups in the village be encouraged to follow suit.

Clerk to add to June agenda.

13. Date of the next meeting: 27th June 2016

22nd August 2016

23rd January 2017

3rd October 2016

20th March 2017

28th November 2016

15th May 2017 Annual Parish Meeting and Annual Meeting

The meeting closed at 8:45