**doneEGTON PARISH COUNCIL**

Clerk to the Council C Harrison

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Minutes of the Annual Council Meeting held at

6.30 pm on Tuesday, 20 May 2025 at Egton Village Hall.

Present: Cllrs R Grayson, T Boulton, R Hodgson, G Yurkwich-Spink and C Harrison, clerk

Public session of up to 15 minutes Nothing to note

1. **To Elect Chairman**
   1. To elect Chairman, S Shaw had confirmed he would stand beforehand and it was resolved that Stephen Shaw be elected as Chairman. Cllr R Grayson chaired this meeting.
   2. To sign declaration of office Stephen Shaw to sign acceptance of office as soon as possible
2. **To receive apologies and approve reasons for absence Cllr S Shaw and A Cockrem Resolved**
3. **To receive any declarations of interest not already declared under the council’s code of conduct or members register of interests.**
4. **To confirm minutes of the last meeting as a true record** It was resolved that the minutes were a true record.
5. **To Elect Vice Chairman**

5.1 To Elect Vice Chairman It was resolved that Cllr R Grayson would be the Vice Chair.

5.2 To sign declaration of office All Councilors present signed acceptance of office, awaiting E Mangles and A Cockrem’s acceptance.

1. **To receive information on any ongoing issues and decide further action where necessary**

6.1 To note M Rich got 4 months supplies for the public toilets. The clerk has organised Hackness Cleaning to cover the toilet cleaning. It was confirmed that clerk has emailed for the company to send in risk, method statements and insurance for file and that they would clean twice a week.

6.2 To note clerk emailed current company that rent the monument field for Egton show day and they had no objections. Noted

6.3 To note highways are dealing with the footpath on Egton Bank, but cannnot give a timescale. Noted

6.6 To note pot holes near The Forge and Brownswood Cottages reported to highways. Noted this would only be dealt with if the pot holes hit the level required.

6.7 To notre reply from planning re East End Farm NYM\2024\ENQ\21126 Noted

6.8 To note email receiverd from resident asking for the broken salt bin on the High Street to be reported. Clerk has emailed Highway. Noted

6.9 To note email received from resident about the stile at the mortuary church. Clerk has emailed the church to see if this is somethng that they would deal with. Await reply. Clerk to follow up. Noted

1. **PLANNING APPLICATIONS - To consider and decide upon the following planning applications**

7.1 NYM/2025/0260 Application for erection of greenhouse with attached storage shed at Honeybee House, Egton To note only

Noted

7.2 NYM/2025/0134. Site address: Shortwaite Farm, Shortwaite, Lealholm – Parish To note conditions applied to the application (circulated) Noted

1. **ITEMS FOR DISCUSSION**

8.1 To certify Egton Parish Council as exempt form external audit for fiscal year 2024/25 Resolved clerk to email auditor

8.2 To note the Annual Internal Audit Report for 2024/25 included at page 4 of the Annual Governance and Accountability Return 2024/25 Noted and Resolved

8.3 To approve Section 1 - Annual Governance Statement 2024/25 for Egton Parish Council on page 5 of the Annual Governance and Accountability Return 2024/25. Resolved

8.4 To approve Section 2 - Accounting Statements 2024/25 for Egton Parish Council on page 6 of the Annual Governance and Accountability Return 2024/25 Resolved

8.5 To approve the publication of documents required by Accounts and Audit Regulations

2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities Resolved

8.6 To agree fixed asset register and register of titles (circulated and reviewed at the meeting) Resolved

8.7 To agree financial risk assessment (circulated and reviewed at the meeting) Resolved

8.8 To confirm insurance cover in respect of all risks (circulated and reviewed at the meeting) Resolved

8.9 Review of the council’s subscriptions to other bodies Resolved

8.10 Review of the council’s complaints procedure (circulated) Resolved

8.11 Review of the council’s procedures for handling requests made under the Freedom of information Act 2000 and Data Protection Act 1988 (circulated) Resolved

8.12 Review of the council’s policy for dealing with press/media (circulated) Resolved

8.13 Review standing orders and financial regulations (circulated) Resolved

8.14 Review and approve public toilets risk assessment (circulated) Resolved

8.15 Review and approve internal control checklist Resolved

8.16 To review budgets (circulated) Resolved

8.17 To review standing order and direct debits. Reviewed at meeting and Resolved

8.18 To approve grant for toilets to be sent to NYMNP circulated, reviewed at meeting and resolved

8.19 To note and agree renewal quote for insurance. circulated, reviewed at meeting and resolved

8.20 To consider appointing 2 representatives for YLCA branch meetings No one could commit to this, but if anyone is available at the time they will advise the clerk.

8.21 To continue the delegated authority for clerk Resolved

8.22 To approve reserves policy circulated, reviewed at meeting and resolved

8.23 To review and approve rules for public session Circulated and resolved

8.24 To review and approve recording of meetings policy Circulated and resolved

To review and approve rules for public session Circulated and resolved

8.25 To review and approve vexatious policy Circulated and resolved

8.26 To note NYC Standards Bulletin for March 2025 Circulated and resolved

8.27 To discuss North York moors nature-recovery/riveresk and decide if the Pc would like them to deliver a talk. Resolved Cllr Ed Mangles to liaise and organize a date for this.

8.28 To approve another cheque signatory and on-line authorizer. Resolved Cllr R Hodgson would be the new signatory and have access to on-line banking. Cllr R Hodgson completed the form and the clerk is to check and send this to Barclays.

8.29 To agree to transfer £800.00 from community account to business saver account Resolved

8.30 To agree new contract for rental of monument field for Shetland ponies Resolved clerk to forward on for signatures.

8.31 To agree if clerk to order new plaques for new sponsors of the seats. Once reply received from Cllr E Mangles to confirm if he or the PC are supplying his plaque. Resolved clerk can order plaques

8.32 To agree draft community emergency plan which can be a working document to add or improve as time goes on.Resolved

MATTERS REQUESTED BY COUNCILLORS

8.33 To discuss if monument field will also be rented for ice cream van/catering trailer to resident and agree terms. Cllr S Shaw Resolved clerk to email resident to agree. The PC agreed at £200.00 per van.

8.34 To discuss heather burning and decide if the PC should complete a survey Resolved as councilors had differing opinions that this could be completed individually and the PC would not complete the survey.

8.35 To discuss speeding Cllr A Cockrem Resolved that the clerk would email Highways regarding moving the 30 mile an hour signs to the entrances to the village.

8.36 To discuss 20 mile an hour signs near the schools Resolved clerk to email again to follow this up.

1. **CORRESPONDENCE** - To consider the following new correspondence received and decide action where necessary.

9.1 The Annual Scarborough Branch meeting will take place on Thursday 12 June at 7.00pm, at the Newby and Scalby Town Council Hub.

9.2 To note NYMNPA need **adult volunteers required to assist with our Young Volunteers**

**9.3** PLANNED ROAD RESTRICTION NOTIFICATION - Egton Bridge, May 2025 - A3 1504

Location:  Broom House Lane to Key Green, Egton CP, Egton Bridge, Unknown

Description of works:  Essential Maintenance - expect to be undertaken 22nd and 23rd May 2025

The Restriction will be in place for a period of 2 days between 22nd May 2025 and 23rd May 2025

9.4 Anglo American drop in changed to 3rd June

9.5 PLANNED ROAD RESTRICTION NOTIFICATION - Egton and Aislaby - w/c 19th May

Location:  Aislabyside Road, Egton CP, Egton, Unknown

Description of works:  essential highway maintenance, expected to be undertaken between the 19th and 23rd May 2025.

The Restriction will be in place for a period of 5 days between 19th May 2025 and 23rd May 2025

9.**6  Government Arts and Culture Funding (circulated)**

1. **FINANCE - To approve the following accounts for payment**

10.1 To confirm Community Account as at 02.05.2024, balance of £11,008.27 Resolved

10.2 To confirm Business Saver Account as at, balance of £10,228.56 Resolved

10.3 To note that claim has been submitted for VAT Noted

10.4 To note bank statements and bank reconciliation (circulated and reviewed at meeting) Resolved

10.5 To note explanation of variances (circulated and reviewed at meeting) Resolved

10.6 Debit Branching out (grass cutting £300) made under delegated authority Resolved 101394

10.7To note clerks salary paid by standing order Resolved

10.8 Credit £19.10 toilet donations Noted Resolved

10.9 Debit Branching (grass cutting) out £300.00 Resolved 101395

10.10 Debit Clear Councils (insurance) £539.74 This was the initial quote, the clerk had telephoned the insurance to ascertain if the toilet fixtures and fittings were included in this as they were last year. They looked into this and confirmed that they were not included so they have sent a revised quote to include this which was circulated. The revised price was £595.57 and it was resolved to accept this. Resolved Clerk to send a cheque for £595.37. 101397

1. **POLICIES - To consider, adopt or review the following policies**

As above

1. **To note White Rose updates and YLCA training and discussions received and circulated**
2. **To notify the clerk of matters for inclusion on the agenda of the next meeting**
3. **To confirm the date of the next meeting as Tuesday 10 June 2025**

Public notice of the meeting has been given in accordance with Schedule 12,

Paragraph 10 (2) of the Local Government Act 1972