**GATE & UPPER HELMSLEY PARISH COUNCIL**

**MINUTES OF A MEETING HELD IN THE VILLAGE HALL, GATE HELMSLEY
ON TUESDAY 12 MARCH 2020 AT 7.30PM**

**Councillors Present:** Janet Buckley (JB) Charlie Dodds (CD) Rachel Gibson (RDG) Robert Grabowski (RG)

Michael Harrison (MH) Chuck Richardson (CR)

**In Attendance: -**

**Public Present:** 1

1. **To receive apologies for absence and reasons given:** NYCC/RDC Caroline Goodrick and Fiona Hill (FH) - Parish Clerk
2. **To record declarations of interest in items on the agenda:** None
3. **To confirm the minutes of the meetings held on Thursday 12 December 2019**

These Minutes were agreed and signed as a correct record.

1. **To discuss matters arising from previous minutes:**

1. NYCC Highways - crossing between village hall and car park

 Outside BATA garage

The Parish Council expressed disappointment CG was unable to attend site visit and requests a site meeting at a date convenient to CG. At a previous meeting CG informed that money was available for the Village Hall crossing improvements and the PC would like confirmation that the money has been assigned to this and an idea of timescale.

BATA garage - The issues outside BATA garage still need to be resolved with Highways, this is something the Parish Council wants to discuss with CG at the site visit.

Speed matrix sign is still faulty (as previously mentioned to CG)

1. **To discuss long-standing matters:** Grass cutting - MH will ask N Fargher to take on the grass cutting for the year - the first

cut in May max 4 cuts for the year.

1. **Public Session - The Parish Council will, time permitting, adjourn the council meeting for a short time to allow for public comment and questions:** - Very large pothole on Upper Helmsley Rd near the Old School House
* Flooded/blocked drain at junction of A166 and Upper Helmsley Rd.
* The grass verge outside The Elms on the A166 (Bridlington Rd) owners Mr & Mrs Dawson has been damaged by works vehicles parking on the verge. FH to contact and ask to make good.
1. **To discuss new planning applications received:** 19/01365/HOUSE - Construction of dual pitched dormer to side elevation @ Foxcroft The

Lane Gate Helmsley – No Objections (it was noted that work had already started. This application is an amendment to a previous application made 17/12/2019 and the Parish Council do not recall seeing the original application!)

1. **To report planning decisions by Ryedale District Council:** None
2. **To discuss matters raised by Parish Clerk/Responsible Financial Officer:**

1. Bookkeeping records to date – Circulated around Cllrs

2. Financial Management – Internal Controls, Internal/External Audits – NTR

3. Matters raised by/with Yorkshire Local Councils Association – NTR

4. To approve the following payments:

 4.1 Parish Clerk Salary £269.40 100420

 4.2 HMRC PAYE £67.40 100421

 4.3 Fiona Hill Expenses ` £44.13 100423

 4.4 N Fargher Grass Cutting £189.00 100425

 Cheques 100422 and 100424 cancelled

1. **To report correspondence received by the council:** None
2. **To receive matters raised by members:** -CR reported that the Duke of York Pub (which has been closed for some weeks) has been left with rubbish outside that is causing a vermin problem and is looking extremely untidy. FH

to contact owners Star Pubs and Bars (Heineken Ltd) to request the place is tidied up, rubbish is removed and vermin controlled. - It was noted that the tree at The Manor House that was over hanging the road had been cut back as requested - MH reported Upper Helmsley will arrange a litter pick.

1. **To confirm the dates of the future meeting(s):** 14 May 2020, 10 September 2020, 10 December 2020

**Pension Summary**

The Parish Council has been advised that its Staging Date is 01 October 2017, as it is an employer who must provide a pension.

FH had visited The Pensions Regulator website and printed of the "Duties Checker, which is as follows:

i) Confirm who to contact -

FH has registered herself as both the Primary and Secondary Contact.

ii) Choose a pension scheme -

The Parish Council have enrolled with Now Pensions with assistance from Ardent IFA Ltd, 80 Clifton, York, YO30 6BA. Tel: 01904 655330. Email: hello@ardentuk.com

Type of pension scheme: Occupational

Employment pension scheme reference (EPSR): O7S0

Pension scheme registry number (PSR): 12005124

Name and address of pension scheme: Now Pension Trustee Ltd

 164 Bishopsgate

 London

 EC2M 4LX

iii) Work out who to put into a pension – Done

iv) Write to your staff – Done