

## GATE & UPPER HELMSLEY PARISH COUNCIL

### MINUTES OF A MEETING HELD IN THE VILLAGE HALL, GATE HELMSLEY ON WEDNESDAY 16 MARCH 2016 AT 7.30PM

**Councillors Present:** Janet Buckley (JB) Charlie Dodds (CD)  
Robert Grabowski (RG) Dee Hillier (DH)  
Chuck Richardson (CR)

**In Attendance:** Fiona Hill (FH) - Parish Clerk  
RDC Cllrs C Goodrick (CG)

**Public Present:** Six

- 16/43 To receive apologies for absence and reasons given:**  
Parish Councillor Michael Harrison (MH)  
NYCC Councillor Clare Wood (CW)
- 16/44 To record declarations of interest in items on the agenda:**  
None
- 16/45 To confirm the minutes of the Meeting held on Thursday 10 December 2015:**  
Minutes were agreed and signed as a correct record.
- 16/46 To discuss matters arising from previous minutes:**
1. Grass Verge Cutting  
FH would email MH to remind him to speak to the contractor
  2. Street Lighting maintenance  
It was unanimously agreed to accept the quote from NYCC for replacing the light, which was removed due to been unsafe.
  4. Maureen Parker Commemorations  
JB had spoken to Mr Parker, who thought a tree in his garden would be a nice idea, but would give it some thought.
  5. Speed limit requests  
FH would submit the completed a 95 Alive forms.
  6. Website  
NYCC had provided a page on their website and the address in on the top of the agendas
- 16/47 Public Session - The Parish Council will, time permitting, adjourn the council meeting for a short time to allow for public comment and questions:**
- Two residents raised concerns about the cost of maintaining the street light, but a petition requesting the light was replaced had been signed by a number of residents. This has persuaded Cllrs to make the decision in section 16/46.2
  - Two residents highlighted missing signs in the parish, so Cllrs would check and inform FH, so these could be reported.

**16/48 To discuss new planning applications received:**

1. 15/01510/FUL The Duke of York Public House, Gate Helmsley
2. 16/00026/TPO Foxcroft, The Lane, Gate Helmsley

These applications were dealt with using the "Between Meeting" policy and RDC had been informed that the Parish Council had "No Objections"

3. 16/00238/MFUL Common Farm, Upper Helmsley

The Parish Council unanimously agreed they had No Objections, so FH would write to inform RDC.

**16/49 To report planning decisions by Ryedale District Council:**

- 7.1 15/01213/LBC Duke of York Inn Granted

**16/50 To discuss matters raised by Parish Clerk/Responsible Financial Officer:**

1. Bookkeeping records to date  
FH circulated detailed around Cllrs
2. Internal Control Check(s)  
Cllrs conducted the monthly checks and found everything to be in order.
3. Work Place Pensions  
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  
iii) Work out who to put into a pension -  
Do this on your staging date  
iv) Write to your staff -  
Do this within six weeks after your staging date  
v) Declare your compliance -  
Do this within five months after your staging date
4. Matters raised by/with Yorkshire Local Councils Association
  - 4.1 Changes to the External Audit Regime  
FH had circulated details from YLCA and had summarised the information. The Parish Council unanimously agreed to "Opt In" to the SAAA SLB audit regime.
  - 4.2 Increase of membership subscription fee 2016/2017  
The Parish Council noted the information received
  - 4.3 Petition to give Local Councils the Right to Appeal Planning Decisions  
The Parish Council unanimously agreed that FH could response on their behalf.
5. Internal Audits  
It was unanimously agreed that FH could ask YLCA to conduct the Internal Audit.

6. To approve policies/procedures

6.1 Asset Register

FH advised that this should remain unchanged for this financial year and the new format would be drafted for the next financial year.

5. To approve the following payments:

5.1	F Hill	Clerks Salary	£275.72	100352
5.2	HMRC	PAYE	£68.80	100353
5.3	Fiona Hill	Expenses	£30.87	100354
5.4	YLCA	Subscription	£119.00	100355

Cheque 100351 was cancelled

**16/51 To report correspondence received by the council:**

1. The Planning Inspectorate 14/01291/OUT Appeal Dismissed:

The Parish Council noted section 19 of the appeal decision which states – *“Issues regarding land ownership, the right of access and status of the Beverly Balk highway have been raised by the appellant and local resident. Nonetheless, these are private legal matter and have not had any material bearing on my assessment of the planning issues in this appeal”*

**16/52 To receive matters raised by members:**

10.1 Litter Pick Sunday 20 March 2016

Details were discussed and everyone would meet in the car park at 1000

**16/53 To confirm the dates of the future meeting(s):**

Wednesday 18 May 2016 – Annual Parish Meeting,  
Annual Parish Council Meeting,  
Parish Council Meeting

Meeting closed at 8.00 p.m.