Siltons and Kepwick, Landmoth-cum-Catto

Parish Council

Thursday 19th May 2022

7-30pm in Gold Cup

**Draft Minutes**

**1. Appointment of Clerk**

It was decided that David Burn would be the Clerk until a suitable replacement is found. Andy Robinson provided a name and Tony Makin volunteered to make contact.

**2. Apologies**

Mike Craddock

**3. Note of those present plus formal introductions**

Alan Dennis, Jane Ratcliffe, Tony Makin, David Jones, David Burn, Andy Robinson (Hambleton District Councillor), Alyson Baker (County Councillor), + four guests.

Alyson Baker was introduced and, as she had to leave the meeting at 8pm in order to attend another parish council meeting, she agreed to provide County Council information (see Item 15).

**4. Co opted volunteers for Kepwick & Nether Silton**

Jane Ratcliffe was co-opted onto the council representing Kepwick.

There had been no volunteers to fill the vacant Nether Silton position but Alan Dennis agreed to ask a parishioner if they would be interested. The position has to be filled within 35 days of the election (9th June) otherwise North Yorkshire will appoint someone.

**5. Newly Elected Council to complete and sign Declarations of Acceptance and**

 **Register of Members Interests**

These were completed and the Clerk would both send them to the Returning Officer at Stone Cross and put them online. Andy Robinson reminded all elected councillors that they must submit an expenses claim form even if they were not claiming any. The Clerk would email the three elected councillors the relevant forms which needed to be posted to Hambleton.

**6. Nominate and elect a Chair & Vice Chair**

Alan Dennis agreed to continue as Chairman while Jane Ratcliffe became Vice Chair.

**7. Audit of Accounts**

*a) Formal acceptance of Standing Orders and Financial Regulations*

It was explained by Tony Makin that we **have** to have Standing Orders (how we operate as a parish council) and a policy covering Financial Regulations. It was agreed to adopt the templates provided by the National Association of Local Councils which councillors would look at before the next meeting in order to modify/amend.

*b) ICO Registration*

It was decided that the parish council did not need to subscribe to the Information Commissioners Office.

*c) Financial Risk Assessment*

This was something which the Internal Auditor told us we needed to complete.

Therefore, Tony Makin had done this and sent it out to councillors prior to the meeting.

*d) Exercise of Public Right*

Again we had been informed by the Internal Auditor that this was a legal requirement. The Parish Council agreed to put a notice up on each village noticeboard (and online) informing parishioners that they have between 13th June and 22nd July to raise questions about our financial affairs. Our Financial Statement would accompany this.

**8. Minutes of last meeting (24.2.2022)**

These were accepted as being accurate and duly signed by the Chairman.

**9. Matters arising from those minutes**

 *a. Village notice boards*

It was agreed to wait till a new clerk was appointed and to see whether North Yorkshire would be willing to contribute to new noticeboards (particularly at Kepwick which is open to the elements).

 *b. Queen’s Platinum Jubilee Celebrations*

Tony and Jane Makin gave an outline of what and when our celebrations would entail. The celebratory lunch would be held on Nether Silton’s village green between 12 noon and 2pm on Sunday 5th June. Parishioners would be encouraged to bring their food, tables, chairs, etc. Raymond Bowland has been asked if the Green could be cut before Thursday 2nd June so that fencing, bunting, etc. could be put up in good time. Brian Dennis has agreed to provide electricity from the Joiners Shop if it is needed for music. Jane Makin agreed to prepare a Risk Assessment. Zurich Insurance includes Public Liability for the event. The Gold Cup have kindly offered to make their toilets available. Sports equipment would be provided by Knayton School to allow children to take part in activities on the Village Green. Stickers and hats for the children together with Queen’s Jubilee wild flower seeds and commemorative medals have been purchased. If the weather is unfavourable Tony and Jane will ask the Gold Cup to put a notice on their Facebook page to indicate whether the event is still taking place.

 *c. Planting a tree for the Jubilee (fir tree in church grounds)*

We are still waiting to see if the Church Commissioners are willing to cut down the giant fir tree in Nether Silton church grounds. The hope was that this could be replaced with a smaller tree together with a plaque to commemorate the Queen’s Platinum Jubilee.

 *d. Defibrillators*

It was agreed to wait to see if a new fund from North Yorkshire would be accessible for the purchase of a new defibrillator for Over Silton.

  *e. Road issues – flooding at junction between Ewe Leys Lane and Leake Lane*

The road was closed for several days while work was done by Highways to try to solve this problem. Unfortunately this does not appear to have made any difference. The Clerk would pass this on to the Highways Department.

 *f. Policy documents - Parish Council Procedures*

 *- Complaints Procedure*

Together with Standing Orders and Financial Regulations, these policies need to be in place as soon as possible. Councillors agreed to look at these before the next meeting.

 *g. Website*

It was agreed that we would continue to use North Yorkshire’s website in order to meet our legal requirement to publish our Agendas, Minutes, Financial records, Policies, Audits, etc., online (data.hubnorthyorkshire.org)

 *h. Four or Five Parish Council Meetings per year?*

We used to have five meetings a year but reduced this to four during Covid restrictions. It was agreed to keep meeting every three months (four per year).

 *i. Meeting venue*

The last meeting was held with a noisy background in the Gold Cup and it was suggested that we look for an alternative e.g. Nether Silton church. However, it was agreed to keep using the Gold Cup.

*10. Insurance*

Our insurance is due for renewal on 1st June 2022. It was agreed that the Clerk would renew the policy for £280 with Zurich Insurance.

*11. HSBC signatures*

These will need changing once a new clerk is in place. A change of address form will also need completing so that bank statements can be sent to the new clerk.

*12. Planning Applications*

North Farm in Over Silton has three planning applications in but no decisions have been made. North York Moors Planning Department have visited the owners as certain horse-related developments appear to have been made without the necessary planning authority.

*13. Road Issues*

Berghill Lane between Over Silton and Nether Silton bank is very poor. The clerk will ask Highways to inspect. Damage to the bridge near the A19 seems to have been caused by a car which might have lost a wheel prior to the collision.

*14. Overhead Power Lines in Nether Silton*

Storm Arwen has delayed work until the Spring of 2023.

*15. A.O.B.*

 *- Hambleton/North Yorkshire Councillor(s)*

Alyson Baker provided an update on developments at County Hall. She informed us that Nether Silton Play Area had benefited from a £2000 grant to repair equipment.

Another fund might be made available in the near future which we might be able to access in order to help fund a defibrillator and notice board(s).

A member of the public asked if he could give an outline of plans he was going to submit to Hambleton Planning Authority regarding Silton House in Nether Silton.

These would entail refurbishing or replacing the windows with like for like replacements, reinstate the back door, re-roofing the building with slates which are designed to generate electricity, converting the loft into living areas, adding two dormer windows in the roof facing the church and two heritage velux windows facing opposite, rebuilding the garden wall and enlarging the driveway. He was thanked for giving the Parish Council these details prior to the application being submitted.

*16. Date of next meeting*

 It was agreed to hold the next meeting on 18th August 2022.

Agendas, Minutes, Declarations of Interests and Financial Accounts

can be found online at **hub.datanorthyorkshire.org**