

North Rigton Parish Council

Meeting held on 29 June 2016 at 7.30 at the Village School

Present: Mary Hopkins (Chairman) Barbara Massey (Vice-Chairman), Tim Bennett, NeilCreaney, Steve Young and Mike Richards (Clerk).

1. Apologies for absence – Apologies for absence were received and accepted from Amanda Martyn and Christine Ryder (Borough Councillor).

2. Agenda order variation and Declaration of Interests.

None.

3. Approval and signing of minutes, matters arising.

The minutes of the last meeting held on 12 May were agreed as a true record. The Clerk brought Councillors attention to paragraph 6.2 which he had amended due to the revised requirement for certification of the Annual Governance Statement. Councillors noted the amendment and approved the minutes to be signed by the Chairman.

Reports on matters arising.

- a) "Speedwatch" The Clerk informed Councillors that he had followed up this issue and was obtaining the appropriate form to be completed to initiate the action necessary for the "speedwatch" exercise to be undertaken. Councillors queried the apparent stance of NYCC in not permitting the installation of electronic, mobile speed warning systems, when such systems were in place in, for example, Killinghall. The Clerk responded that the system in place at Killinghall (and other similar locations), was NYCC permanently installed equipment, not that which had been locally purchased and installed. He would follow up with Councillor Fort to see if the criteria for installation of NYCC equipment would permit the installation of such equipment in the village;
- b) Crime statistics – the Clerk circulated the latest crime statistics, received from PC Scott's replacement (noting that we had not been informed of this fact). Councillors were pleased to note that there were no reported incidents in the Parish.
- c) Road surface – Brackenwell Lane. No response had been received from NYCC Highways. The Clerk will raise the issue again.

4. Administration

4.1 Review of Internal Financial Control and Governance.

The Clerk had circulated copies of the Council's Standing Orders, Code of Conduct and Risk Assessment. Councillors endorsed these as fit for purpose although it was noted by the Clerk that paragraph numbers in the Standing Orders were incorrect. He will make the necessary amendments. It was

also noted that Messrs Creoney and Young need to sign the declaration re observance of the Code of Conduct.

4.2 Internal Audit report. The Clerk read out the report from the recent internal audit. The report was positive and there were no issues of concern to report. The auditor did recommend however, that the Council should adopt formal Financial Regulations and that the current tender limit of £10,000 (as specified in the Standing Orders) should be modified to a more realistic figure appropriate to the Council's normal business. Councillors agreed with both recommendations and the Clerk will a) produce a set of Financial Regulations, and b) amend the tender requirement to £5,000.

5.0 Finance

5.1 Approval of expenditure. Items for approval were:

- £448.80 to Burnetts for grass verge strimming – Councillors approved.

5.2 Clerk's salary. A national pay award for Local Government had provided for a 1% increase from 1 April 2016. Councillors approved a 1% increase to the Clerk's salary in line with the above award.

6. Parish Plan

6.1. Community Room – the Chairman was pleased to report that the PCC had now agreed a way forward for the Community Room. The proposal is for a number of pews to be removed from the Church and placed in storage, thus creating space for a Community Room/space. The project will involve the purchase of chairs to replace the pews, plus providing water supply and a toilet. It is proposed the scheme will be funded by a grant (to be applied for) of £3,000 from HBC, plus a contribution of £2,000 from Almscliffe Villagers Association (possibly via a fundraising event). The Chairman suggested that the Parish Council offers, for example, to fund the purchase of the chairs – in answer to a Councillor's query, she confirmed that suitable chairs (50 in number) had been priced at £22 meaning the cost to the Council would be £1,100 (although the VAT element can be reclaimed). Councillors considered other options, such as applying for a Lottery grant, but it was noted that there would be a requirement to evidence need but the Parish Plan is now over 3 years old and this is our current evidence of need. In any event, the above proposal would initially be a temporary measure, with the ability to return to the original configuration should the venture fail. After further discussion, Councillor Young proposed, and Councillor Bennett seconded, that the Council sets aside a maximum of £2,000 to support the creation of a Community Room. All Councillors were in favour.

6.2. Parish Plan refresh – It was agreed that, as a first step, parishioners should be made aware of what has been achieved, what is still in hand and what has not been pursued or is not feasible and also what should have been in the original Plan and was not. Councillor Massey agreed to make a start in bringing all the relevant information together. Councillor Young agreed to assist and asked for an electronic version of the Plan (Terry Massey should be able to supply). The Chairman suggested the output should be an A5 size “Progress Report”, covering the elements mentioned above.

6.3 Welcome Pack – this has been hitherto, a copy of the Parish Plan, but this was now seen as less relevant. The Chairman circulated a brief handout which she had produced, which could serve as a “Welcome Pack”. Comments/amendments from Councillors would be welcomed.

7. Planning

7.1 The Clerk informed Councillors that the planning applications for Beck Close and Kent House had been approved. The Parish Council had had no objections to either application. A planning application for minor works at Morgan’s Garth had been received. The Clerk will forward to all.

8. Highways, Footpaths, Verges.

8.1 No action appears to have been taken on the water leak on Hall Green Lane, outside Swindon Close and the unsatisfactory road surface of Brackenwell Lane. The Clerk will raise again with NYCC Highways.

8.2 Memorial Bench - Almscliffe Crag. A member of a cycling club from Beckenham (Kent) had sadly died whilst passing the Crag. A Club member had written to the Parish Council seeking approval to erect a memorial bench. Councillors discussed all aspects of this matter. Several potential problems were identified with this proposal:

- a) No installation will be permitted on the Crag site;
- b) The bench would have to be located on the road side, would need to be mounted on a concrete base and would need to be maintenance free. It would also need to allow vehicular access
- c) The Parish Council has no specific responsibility in this area, it is down to NYCC and the local landowners.

Councillors concluded that the best way forward would be for representatives of the Club to come to North Rigton to discuss with Councillors and decide upon the best option. This may be appropriate on the occasion of the next cycling visit to the area. The Clerk will contact the Club again to identify the current thoughts of club members.

Councillors then referred to the debris (bottles of beer, items of clothing etc) at the roadside, adjacent to the site of the incident. Whilst expressing sympathy for the

motives behind this display, it was felt that the time was now appropriate for it to be removed. The Clerk will contact NYCC.

9. Village Garden, Amenities and Activities

9.1 Garden developments – The Chairman reported that the mound and tree stumps had now been removed. Re-turfing will be completed shortly. The next steps are:

- a) Construct a base for the store;
- b) Purchase and erect the storage building (shed);
- c) Build a retaining wall and wall to the front of the Garden (planning permission not required)

The Chairman suggested that the likely cost of the storage shed would be in the region of £2,000 and that it would be appropriate to apply for a Lottery grant to cover that and all the other associated costs for the Garden improvements.

Councillors agreed, although Councillor Young did suggest that an approach could be made to the shed suppliers to ascertain whether they would subsidise/sponsor the whole project.

9.2 Party in the Garden/BBQ – the Chairman reported that both events had been a great success with an overall profit of £1918. The “Flowerpot Festival” had also been very popular and had contributed to success of the weekend. Thanks to Erica Hill for her efforts.

10 Any other business

None.

11. Dates of future meetings

Wednesday 7 September 2016

Wednesday 2 November 2016, both at the village school, commencing at 7.30pm.

There being no other business, the meeting closed at 9.40pm

Signed

(Chairman)

Date