**North Rigton Parish Council**

**Meeting held on Wednesday 2 March 2022 at 7.30 at the Square and Compass, North Rigton**

 **Present:** Mary Hopkins (Chairman), Barbara Massey (Vice Chairman), Tim Bennett,
 Lisa Edwards, and John Ellacott. In attendance, Mike Richards (Clerk) and HBC Cllr. Victoria

Oldham.  **1. Apologies for absence** –Apologies for absence were received and accepted from Amanda

 Martyn, and NYCC Cllr Stanley Lumley. .
**2. Agenda order variation and Declaration of Interests**. There were no requests for agenda variation or declarations of interest.
**3. Approval and signing of minutes**, matters arising.
 The minutes of the last meeting held on 5th January were agreed as a true
 record. Proposed by Cllr Edwards, seconded by Cllr Bennett. The Chairman then
 signed the minutes as a true record.
 a) The Chairman reported that the 10 bird boxes presented to the Parish Council by the

 “Your Harrogate” radio station, had now all been installed at various locations

 throughout the village. She thanked councillors and volunteers who had installed the
 boxes.
 b) Noted that no progress had been made with replacing the bus shelter – the clerk
 reported that the response from NYCC intimated that the delay was due to the
 insurance company’s slow response. He will follow up.

 c) A658 footpath. The clerk will raise again with NYCC.

**4. Administration.** a) Website re-design. The Chairman reported that the re-designed website was now

up and running. She demonstrated some of the new features on her i-pad and

 encouraged councillors themselves to log on to the site and explore how it is

 operating. The link with the community FaceBook page means that such items as

 planning applications can now be easily viewed via the internal link with the HBC

 planning portal.
 b) Election arrangements. The clerk distributed the nomination and expenses forms

 and explained that they needed to be completed and witnessed in accordance with

 the instructions provided. He will arrange an appointment with the HBC Elections

 Officer in the week commencing 21 March and deliver all forms for checking and

 registering. The Chairman reported also that she had approached a number of

 potential candidates to fill the vacancy following Cllr Martyn’s resignation but

 without success as yet.

 c) Harrogate RUFC request for assistance. The clerk had circulated an email from the

 Rugby Club asking for support in attracting new members and volunteers to help

 with the running of the club. Councillors agreed that an appeal or publicity flyer

 could be added to the notice board and website.

 d) HBC bulb scheme. Councillors agreed a supply of bluebells would be requested.

**5. Communications**
 The Chairman had identified the need for a different approach to communication

 between the clerk, councillors and the community. It was agreed that the clerk

 would upload to the website all agendae and minutes and would forward to all

 councillors, requests/notifications and responses (to and from residents/HBC/NYCC)

 between meetings, to enable nominated individuals to update the Parish Council

 FaceBook page. Specific tasks, eg updating FaceBook and general website oversight
 and updating, will be allocated after the election. The Chairman also suggested that

 “village issue” monitoring (via village walk rounds) should be shared between

 councillors.

**6. Parish councillors – roles and responsibilities**

As above, in para 5, but specifically:-

* Litter pick
* Defibrillator maintenance etc
* Royal British Legion – liaison for wreaths etc
* VAS management (data collection etc)
* Village Gala – organisation
* Oversight and monitoring of village issues

 Roles to be discussed and agreed, following the May election.
 **7. Finance**
 a) The schedule of payments for the period 5 January to 2 March, as shown
 below, was approved.

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| **M Richards Jan Salary** |  |  |  | £198.96 |
| **M Richards Feb Salary** |  |  |  | £198.96 |
| **HMRC - PAYE** |  |  |  | £45.24 |
| **HMRC - PAYE** |  |  |  | £45.24 |
| **Bank charges – Dec & Jan** |  |  |  | £10.00 |
| **S Bush – final grasscut** |  |  |  | £185.00 |
| **M Hopkins – Christmas purchases** |  |  |  | £90.39 |
| **M Richards security software** |  |  |  | £89.99 |
| **Vinyl Fencing** |  |  |  | £402.00 |
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 b) Banking arrangements. The clerk had ascertained that Lloyds Bank did currently
 provide a free banking service to parish councils and the internet banking option
 also provides a dual payment authorisation process which would enhance the Parish
 Council’s internal financial control. He undertook to confirm further details
 regarding the procedure for switching banks and the set up process.
 c) 2022-23 budget. The clerk had circulated the proposed budget which councillors
 discussed and agreed but with a reduction in the Gala surplus from £1200 to £1000.
 The “possible” NYCC grant of £500 was also excluded.

**8.** **Planning**

 No applications or decisions to consider.

 **9. Highways, footpaths and verges** a) Rigton Hill. The Chairman reported an incident where a fully loaded tractor and
 trailer had to carefully negotiate the gap between parked cars and the verge on Rigton
 Hill. The driver had no choice but to drive over the verge and the bollards. There have
 been previous similar issues of traffic encroaching on the verge and causing damage,
 as well as traffic parking illegally on the mini roundabout. She suggested that one
 possible solution would be double yellow lines on the hill to the roundabout. The clerk
 has already raised this issue with NYCC Highways and an Inspector is programmed to
 visit and assess.
 b) VAS – the clerk undertook to attempt to adjust the display to so that the speed

 warning
 flashes are repeated, rather than the current single display, when excess speed is
 first detected. The effect of this change will be assessed, but in the meantime quotes
 are being sought to remove the overhanging bough and branches of the adjacent
 willow tree, so that the direction of capture can be reversed, to collect traffic speeds
 coming out of the village.
 c) Picket fences – the first white picket fences are to be installed at the 30mph limit
 signs on Church Hill by the end of March.
 d) Brackenwell Lane. The flooding and further damage to the road surface has been
 reported to NYCC Highways.
 e) The Chairman reported an unpleasant incident on Hall Green Lane, adjacent to
 Swindon Close when she attempted to question the driver of a dumper who had just
 deposited a load of mud and slurry on to the roadside verge. The driver was
 extremely abusive and then continued to collect and dump more material on the
 roadside. Not wishing to engage in further unpleasantness, the Chairman left the
 scene and reported the incident to NYCC Highways. The following day the mud and
 earth etc had been removed into the field (also the property of the new owner of
 Swindon Close.
 f) Litter pick. Arranged for 26/27th March. Councillor Massey will promulgate via
 FaceBook. The clerk will arrange for the supply of equipment and rubbish sacks from
 HBC.

 **10. Village Garden, Amenities and Activities** a) The Queen’s Platinum Jubilee. The lighting of the beacon on Almscliffe Crag will
 take place at 21.45 on Thursday 2 June, accompanied by a “Bring-Your-Own” garden
 party. Other themed events will include a Village Trail from 23 May to 20 June and
 the Gala on 18 June, with traditional sports. The Gala will again be supported by the
 Square and Compass, with a licensed bar and a selection of pizzas available for
 purchase. A tea party is also planned for Sunday 5 June, in the Church grounds.
 The Chairman and clerk will look into the possibility of funding from HBC’s “Platinum
 Jubilee Grants Scheme”.
 b) Legacy items
 i) Commemorative tree on Church land. Tree to be purchased and planted.
 ii) The Chairman displayed examples of a flagpole and Union Flag for erection in the
 Village Garden. Councillors agreed in principle, at a cost of some £200.
 iii) Replacement bench on Hall Green Lane. Agreed to utilise metal frames of rescued
 bench for this purpose. Contractor to be sought for actual construction and
 installation.
 c) Gala arrangements - in hand. Cllr Oldham, as Harrogate Mayor Elect, offered to
 attend in her official capacity and the offer was gratefully accepted.
 d) The Chairman commented that urgent, professional pruning of the apple trees in
 the Garden was now needed. Councillors agreed and quotations will be sought.

 **There being no other business, the meeting closed at 9.35
 Dates of next meetings:**
 Wednesday 11 May (Annual Parish Meeting and Annual Meeting of the
 Parish Council)
 Wednesday 6 July

Signed (Chairman) Date

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