

ASKHAM BRYAN PARISH COUNCIL

MINUTES of a meeting of the PARISH COUNCIL

held on Thursday 19th March 2020 at 7pm at the Village Hall.

PRESENT:

Councillor	Andrew Steele (Chair)		
Councillors	Darryn Mitchell	Mark Walker	Simon Peers
	Kathryn Smith	Kirsty Smahon	

In attendance: Ward Cllr. Anne Hook and the locum Clerk.

- 1 APOLOGIES:** Cllr. Hopwood
- 2 DECLARATIONS OF PECUNIARY INTEREST** – None
- 3 PUBLIC PARTICIPATION**

No members of the public were present.

4. TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 20th FEBRUARY 2020

It was **resolved** that the minutes of the meeting of the Parish Council (PC) held on 20th February 2020 having been circulated, be approved and that the Chair be authorised to sign.

EMERGENCY MEASURES TO ENSURE THE PARISH COUNCIL CAN CONTINUE TO FUNCTION DURING THE RESTRICTIONS PUT IN PLACE TO PREVENT THE SPREAD OF THE CORONAVIRUS

Although not an agenda item, it was noted that government advice regarding the coronavirus outbreak meant that PC meetings were unlikely to continue in their usual format. It was noted that the Clerk already had delegated powers to respond to planning applications and to pay invoices in line with the agreed budget. It was **resolved** that the Clerk be empowered to do anything expedient and necessary to ensure the continuous business of the council, and to deal with mandatory undertakings in order to prevent the authority from incurring liability during the period that the delegation is applicable and that the Clerk have authority to cancel meetings as necessary, proposed Cllr. Mitchell, seconded Cllr. Walker, all in favour. The Clerk would circulate any further advice received.

The PC considered ways to help vulnerable residents and those self-isolating. Ward Cllr. Hook advised of support offered by Ward members and City of York Council (CYC). Volunteers can register using the e-mail address Volunteering@York.Gov.UK or by ringing telephone number 01904 551 550, those in need of help can register by e-mailing Covid19Help@York.Gov.UK or by ringing the above telephone number. Ward Cllr. Hook can be contacted for advice on tel: 01904 338684 or on mobile telephone number 07851 671027. She noted that helpers may in turn need help themselves and suggested having back up volunteers. She advised that planning applications will continue to be considered and also warned that some people with insincere motives are trying to take advantage of the situation and residents should take care that offers of help are genuine.

The quiz night at the Nag's Head public house had been suspended. The public house would deliver food to residents. A Social Media collective was suggested. It was noted that some residents needed reassurances rather than specific items. Feedback from the village had been positive. It was confirmed that charity money could be used to support if necessary.

5. PLANNING

a. Planning Applications Received

- 20/00463/TCA - Deneen 27 Main Street - Fell Conifer tree in a Conservation Area
- 20/00393/TCA - Tuevais 101 Main Street - Fell Cherry tree in a Conservation Area

There were no concerns regarding the felling of the conifer tree but it was felt that the felling of the cherry tree seemed an excessive measure and it was felt that other options such as having it reduced should be

considered and that in the absence of evidence that this had been considered, the PC did not feel able to support this application.

b. Planning Decision Notices Received

None since the last meeting.

6 TO RECEIVE THE NORTH YORKSHIRE POLICE CRIME REPORT

The report was received showing that there were no reported crimes in the Parish in February.

7 REPORT FROM WARD COUNCILLOR HOOK

See the agenda item above regarding the coronavirus outbreak.

8 OTHER MATTERS

- 8.1 Queries from residents regarding 2020/21 precept.** In response to queries from residents regarding the increase in precept, a report had been circulated giving in-depth information about the current precept and comparisons with previous amounts back to 2012 and a breakdown of the 2020/21 budget.
- 8.2 Grant Funding.** It was noted that Councillors can take advantage of opportunities to secure funding and that it doesn't have to be the Clerk who completes the application as long as any decision to apply for funding has the agreement of the PC or appropriate committee. Suggested sources of funding included Tesco bags for help.
- 8.3 Concerns about speeding traffic.** Concern was expressed regarding speeding traffic. Several letters had been sent to City of York Council (CYC), not all of which had received a reply. The view of CYC was that speeding was not an issue. Speed checks had been carried out by CYC, however, these warned motorists that their speed was being monitored resulting in them changing their behaviour and therefore any data from these checks was not a true reflection of the problem. Community Speed Watch had carried out checks and the bureau had recommended enforcement. There was a report that college students were seen driving through the village at excessive speed. Various suggestions were made such as signs indicating the presence of children and the PC putting up a speed camera. The Police at Tadcaster were willing to come to the village to investigate any complaints. It was suggested that there be an agenda item for the next meeting to set up a working party (which could include non-councillors) to look at ways to address this problem. Meanwhile, Ward Cllr. Hook would try to escalate concerns to CYC, Cllr. Smith would circulate information and Cllr. Peers would pass twenties plenty information to the Chair. Residents were encouraged to get registration numbers of speeding vehicles whenever possible.
- 8.4 Grass cutting in the recreational area.** This was considered as part of item 8.16.
- 8.5 Cash handling controls.** This was considered as part of item 8.11.
- 8.6 Electronic payments.** It was **resolved** to adopt electronic payment methods proposed Cllr. Mitchell, seconded Cllr. Walker, all in favour. Cllrs. Peers and Steele have the card readers to facilitate this.
- 8.7 Report of the Natural Environmental Group.** A chair has been obtained for the pond which will be fitted once the temperature is favourable to allow the concrete to set. In future, the Natural Environmental Group will include Village Pride.
- 8.8 To consider a timetable for recruitment of a permanent Clerk.** This item was deferred as pursuit of this was contrary to existing government advice on restrictions of movement.

- 8.9 To consider dates for meetings in 2021.** Dates for 2021 were agreed as shown below.
- 8.10 Copmanthorpe roundabout.** An officer from CYC Highways had replied to Ward Cllr. Hook advising that he had been given authority to attend a future PC meeting to explain the improvements and answer questions.
- 8.11 Adoption of an accountable paying in system for monies raised at bi-monthly quiz.** It was **resolved** to adopt a sheet (which had been circulated to all) for the recording of cash received from the fund-raising quiz nights held at the local public house, proposed Cllr. Smahon, seconded Cllr. Peers, all in favour. Scanned copies of the form would be sent to the Responsible Financial Officer (RFO).
- 8.12 Village Hall hire for the quiz night.** It was **resolved** to authorise payment to the village hall for rental for the quiz night – six hours - £36.75, all in favour.
- 8.13 To consider using an agency to obtain grants for the Recreational Area.** Cllr. Smahon reported that the local organisation “Groundworks” can raise funds for projects. They take 10% of any funds raised but when fund-raising, set their target 10% higher than needed so that there is a zero net cost to the organisations they raise funds for. If they are unsuccessful, then no charges are levied. They had been recommended by suppliers of playground equipment. Some of the risks involved were noted. It was **resolved** in principle to use Groundworks for the purposes of obtaining grants and to authorise access to documentation required to process these applications, proposed Cllr. Smahon, seconded Cllr. Steele, all in favour. This was on the understanding that applications are done through the Working Party.
- 8.14 Lawn mower.** It was **resolved** to approach the church with the view of selling the lawn mower to them for an estimated value of £150, proposed Cllr. Smahon, seconded Cllr. Peers, all in favour. A local firm had done the valuation.
- 8.15 Community fundraising projects for 2020 for the Recreational Area:**
- **6th June - Family fun day at the Nags Head public house**
 - **5th September – Village Scarecrow and beer festival run from the Nags Head**
 - **3rd October – Autumn quiz night at the Village Hall**
- Due to the restrictions put in place to prevent the spread of coronavirus, planning for the above events was suspended, the Village Hall had been booked for 3rd October.
- 8.16 Grass cutting quote.** A quote had been circulated to all. It was **resolved** to accept this quote of fourteen cuts at £52.50 + VAT per cut, proposed Cllr. Smahon, seconded Cllr. Walker, all in favour. The cuts would commence in March 2020 to include the footpath across the adjoining field, access area, banking and mounds and strimming & blowing on each visit.
- 8.17 To consider protecting future development of the Recreational Area under the “Fields in Trust” scheme.** After discussion, it was decided to defer this to a future meeting whilst further information was obtained.
- 8.18 Newsletter.** Cllr. Smahon would draft a newsletter to be distributed throughout the village updating the community as to the progress of the recreational area, how they can be involved in its development and upcoming fundraising events.
Note: Since the meeting, government restrictions put in place to prevent the spread of coronavirus mean that the newsletter will not be delivered whilst those restrictions are in place.

9 FINANCE

9.1 Bank Reconciliation. The RFO reported that the bank balance as of 10th March 2020 was £848.41. A telephone conversation with the bank had shown that the actual position was £1,109.99 on this date. The £848.41 was based on the assumption that all cheques had been presented and that no deposits had been made other than those already reported. Steps were being taken to give the RFO read-only online access to the account so that he could report on the true position without waiting for the monthly statement.

9.2 Report of invoices to be paid

- Clerk's Salary 01/02/20 to 29/02/20 plus deductions payable to HMRC.
- Playground expenses - £799.94 including a single tier rubber cradle seats 3 x £125 + VAT, £31.87 carriage + VAT – total £488.24. The remaining £311.50 had been approved at the February meeting.
- Website £54.99.
- Village Hall Hire - £36.75

An invoice of £86.25 from the Yorkshire Local Councils Associations (YLCA) relating to planning training no longer needed to be paid due to cancellation of that event.

An invoice from the YLCA for £207 relating to the annual subscription would be paid in April.

It was noted there were insufficient funds in the bank to cover all the above invoices and therefore where possible, payment would be made in April when the precept payment had been received.

10 CORRESPONDENCE

A list of correspondence received since the last meeting (items 33-46) had been circulated and the contents noted.

11 DATES OF MEETINGS FOR 2020-2021

The dates of PC meetings for 2020 were noted as follows; 16 April, 21 May, 18 June, 16 July, 20 August, 17 September, 15 October and 19 November 2020. The situation regarding the coronavirus outbreak and government advice means that meetings in the traditional format may be cancelled.

The dates of PC meetings for 2021 were noted as follows; 21 January, 18th February, 18th March, 20th May, 17th June, 15 July, 19 August, 16 September, 21 October and 18 November.

The meeting closed at 9:25pm