
BISHOP MONKTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 12th August 2021 held at Bishop Monkton Village Hall

Commenced: 7.00pm

Concluded: 8.00pm

Present: Cllr Stephen Verrill (Chairman)

Cllr Parsons (Vice Chairman)

Cllr Ayliffe

Cllr Meyers

Cllr Culshaw

Rebecca Crabtree – Clerk

2122/030 To consider and agree to co-opt councillors and request the Declaration of Acceptance to be signed.

Resolved to co-opt Dean Culshaw and the Declaration of Acceptance was signed.

2122/031 Introduction from the Chairman

Cllr Verrill welcomed all to the meeting.

2122/032 To receive any apologies and approve reasons for absence

Apologies were received from Cllr Garnett, Cllr Harrison and Cllr Brown and reasons were approved.

2122/033 Declaration of Interests

a) To receive any declarations of interest not already declared under council's code of conduct or members

Register of Disclosable Pecuniary Interests

None declared.

b) To receive, consider and decide upon any applications of dispensation

None received.

2122/034 To confirm the minutes of the full council meeting held on 7th July 2021 as a true and accurate record.

Resolved that the minutes from the meeting held on 7th July 2021 be approved as a true and accurate record

2122/035 To receive a report from Cllr Harrison form North Yorkshire County Council

Cllr Harrison was not in attendance.

2122/036 Financial matters:

a) To approve the schedule of payments

Resolved to approve the Schedule of Payments (See Appendix 1)

b) To approve the bank reconciliation and budget comparison

Resolved to approve the bank reconciliation and budget comparison (See Appendix 2)

2122/037 To receive an update on the following ongoing issues and decide upon further action where necessary:

a) To receive an update about speed calming measures

It was noted that work on the traffic calming measures on Knaresborough Road had now commenced. The Cllrs had requested a meeting with Highways and the Ward Councillor to raise their concerns about the proposed plans but this had not taken place.

The PC received some correspondence regarding the works being carried out and this was discussed.

Resolved that the Clerk will respond suggesting they contact NYCC direct.

The Cllrs discussed purchasing a VAS sign.

Resolved that the Clerk will contact NYCC and request a meeting.

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b) To receive an update about the Annual Report

It was noted that the Clerk had now completed the Annual Report and it has been uploaded to the website and Facebook.

c) To receive an update about the Clerks vacancy

The Clerks resignation was noted and her last day will be 10th September 2021. The vacancy has been advertised through YLCA.

Resolved that Cllr Culshaw, Cllr Verrill, Cllr Ayliffe and Cllr Parsons will take part in the interview process and the Clerk will prepare all the required documents.

d) To receive an update about the S104 agreement

Resolved to obtain further legal advice and this will be added to the next agenda as a confidential item.

2122/038 Matters requested by the Councillors and Clerk

a) To approve the Pinfold Agreement between the Parish Council and the new owners of Burngarth (Clerk)

Resolved to approve the Pinfold Agreement and arrangements will be made for it to be signed by all relevant parties.

b) To consider and agree arrangements for the willow tree (SP)

Cllr Parsons made all aware that she had cut the willow tree at the Beck after obtaining permission from A. Gilliard to cut up to 5 metres above the road but further work is needed.

Resolved that Cllrs will carry out the work needed.

c) To consider and agree to purchase new village signs (SP)

Resolved to purchase a new village sign for Knaresborough Road at a cost of £323 plus VAT.

2122/039 To consider any correspondence received and agree any necessary action

a) To elect a YLCA representative

Resolved to elect Cllr Verrill as the YLCA representative

b) To consider a request to support a Bishop Monkton Festival

Resolved to request further details in writing and defer to the next meeting.

c) To consider a request to contribute towards the Queens Platinum Jubilee 2022

Resolved to request further details in writing and defer to the next meeting.

d) To consider the Community Ownership Fund

Resolved to monitor this and let the Clerk know if the Cllrs have any ideas.

2122/040 To consider the following planning applications:

Application No.	Address	Proposal	Comments
21/02561/FUL	Springfield House Mains Lane	Dog activity training building and arena.	<p>Resolved that the PC objects to this application on the following grounds:</p> <ul style="list-style-type: none"> • It is not in the District Plan. • The PC has concerns about noise and traffic. • The PC would like further details including: <ul style="list-style-type: none"> What kind of dog training? Will there be dog boarding? If so, do they have a licence? What will the opening hours be? How many dogs will there be at once? Where will the access point be?
21/03102/FUL	9 St Johns Crescent	Erection of single storey rear extensions to nos. 9 & 10 St. Johns Crescent. Erection of	No comment

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		porch to side elevation of no. 9 St. Johns Crescent.	
21/03415/TPO	Glenroyd House Boroughbridge Road	Fell 2 no. Birch trees (T1 and T2) and replant with one Sorbus acuparia and one Sorbus aria. Within Group G1 of Tree Preservation Order 50/2016.	No comment

2122/041 To notify the clerk of matters for inclusion on the agenda at the next meeting

- S104 Agreement
- Trees
- Parking issues near the Post Box
- Village planting

2122/042 To confirm the date of the next meeting

Resolved that the next meeting will be held on Tuesday 14th September 2021 at 7pm.

2122/043 Public participation

No public were present.

Appendix 1 – Schedule of Payments

Payee	Details	Amount
Bishop Monkton Village Hall	Room Hire	£35.00
R Taylor	Flailing	£45.00
R. Crabtree	Salary	£272.21
HMRC	PAYE & NI	£60.60
YLCA	Clerks Vacancy Advert	£15.00
Bishop Monkton Village Hall	Room Hire	£35.00

Appendix 2 – Bank Reconciliation

Prepared by: Rebecca Crabtree, Responsible Finance Officer

Date prepared: 31st July 2021

Balance as per bank statements 31st July 2021

BANK STATEMENTS		
HSBC a/c ****9457 balance as at 19th July 2021	£11,743.06	
HSBC a/c ****2818 balance as at 31st July 2021	£2,130.66	
Total		£13,873.72
Unpresented cheques		

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Closing balance per bank statements		£13,873.72
CASH BOOK		
Opening balance		£11,757.33
Income (Precept £4502, walking booklets £17, interest £0.05)		£4,519.05
Payments to date		£2,402.66
Closing balance per cash book as at 19th July 2021		£13,873.72

Expenditure

Expenditure	2021-2022	Current Expenditure
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ADMINISTRATION		
Salary and related costs	£5,000.00	£986.38
Stationary/Office equipment	£200.00	£8.73
Website	£30.00	
Insurance	£650.00	£392.91
Room Hire	£100.00	
Newsletter/Welcomes Booklet	£150.00	£167.60
Audit fees	£200.00	£175.00
Training	£500.00	
Fees	£200.00	£60.00
Membership/Subscriptions	£500.00	£348.97

MAINTENANCE		
Grounds Maintenance	£500.00	£102.13
Village Gardening	£150.00	£140.00
Grass Cutting	£2,500.00	
Asset Maintenance	£2,000.00	
Sandbags and gritting	£120.00	
Beck cleaning	£360.00	

PROJECTS/EVENTS/GRANTS		
Festive costs	£500.00	
Speed Calming Measures		
Footpath/Cyclepath		
Facility improvements		
Walking noticeboard	£1,000.00	
Grants	£800.00	

RESERVES

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General reserves	£4,320.00	
Earmarked reserves	£2,000.00	
Total	£21,780.00	£2381.72

Please note: The VAT amount is not included on the budget/expenditure comparison table. (£20.94)