
BISHOP MONKTON PARISH COUNCIL

Minutes of the Parish meeting held on 24th March 2021 via a remote meeting using Zoom

Commenced: 7.00pm

Concluded: 8.05pm

Present: Cllr Stephen Verrill (Chairman)

Cllr Tony Garnett

Cllr George Ayliffe

Cllr Brown – Harrogate Borough Council

2021/097 Introduction from the Chairman

Cllr Verrill welcomed all to the meeting.

2021/098 To receive apologies and approve reasons for absence

Apologies were received from Cllr Harrison.

2021/099 Declarations of interest

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.

2021/100 To confirm the minutes of the meeting held on 17th February 2021 as a true and correct record

Resolved that the minutes from the meeting held on 17th February 2021 be approved as a true and accurate record and will be signed by Cllr Verrill after the meeting.

2021/101 To receive a report from Cllr Harrison form North Yorkshire County Council

The Clerk read out the following update from Cllr Harrison:

- He has spoken to T. Simpson this week about the lack of progress with installing the traffic calming measures on Knaresborough Road. A meeting is being held with the developers to move the work along and Cllr Harrison will follow it up.

2021/102 To receive a report from Cllr Brown from Harrogate Borough Council

Cllr Brown gave the following update:

- He confirmed that that the situation with the Lamb and Flag has now changed and they are looking at changing it to a retail premises.
- The Gateways Project was discussed and Cllr Brown felt that public transport needs to be investigated first before they propose limiting the number of motorists.

2021/103 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)

2021/104 To receive an update on the following ongoing issues and decide upon further action where necessary:

a) To receive an update on the new developments on Knaresborough Road

It was noted that Cllr Garnett, Cllr Verrill and the Clerk held a remote meeting with representatives from Alpha Homes and the following was discussed:

- A change in the primary access.

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- The surface water and drainage system were discussed.
- The character of the houses was discussed.
- A change in the layout of the design including the car park spaces is to be considered.
- All agreed to remain in contact and it was agreed that the PC will receive regular updates.

b) To receive an update on the traffic calming measures on Knaresborough Road and other highway issues

The proposed speed calming measures were discussed and it was noted that no work has commenced.

Resolved that the Clerk will arrange a meeting with the Highways Department, Kebble, and Cllr Harrison as a matter of urgency.

2021/105 Matters requested by councillors and Clerk

a) To consider and agree arrangements for the Annual Meeting of the Council, the Annual Parish Meeting and the Annual Report (Clerk)

Resolved to defer to the next meeting.

b) To consider waste bins in the village and agree any necessary action (TG)

Resolved that the waste bin near the Lamb and Flag has been removed and Cllr Garnett agreed to contact the resident. The Clerk was requested to contact NYCC and request the waste bins to be emptied.

c) To consider Mains Lane/Springfield House and agree any necessary action (TG)

It was noted that Mains Lane is in poor condition due to construction traffic and road is being installed leading to Springfield House.

Resolved that the Clerk is to contact Highways Department and HBC regarding these matters.

d) To consider the condition of the footpaths in the village and agree any necessary action (GA)

It was noted that the diverted footpath is in poor condition and Cllr Garnett has contacted NYCC who have confirmed that it is logged on their system and once they have been able to identify who is now responsible, they will bring the matter to their attention.

e) To consider the S104 agreement and agree any necessary action (SV)

It was noted that the Clerk had received a signed copy of the S104 agreement. The PC has no acknowledgement of the document being signed in 2019 and it was not witnessed.

Resolved that the Clerk will obtain legal advice.

f) To agree arrangements for the defibrillator at the Masons Arms (Clerk)

It was noted that the battery had been replaced and new defibrillator pads had been installed.

Resolved that the Cllrs will check it weekly.

g) To consider and agree the grass cutting contract (Clerk)

Resolved to renew the contract with the current contractor.

2021/106 To consider any correspondence received and agree any necessary action

a) To consider holding an event to celebrate the Queens Platinum Jubilee in 2022

Resolved to defer to the next meeting.

b) To consider flooding issues in the village

Resolved to defer to the next meeting.

c) To note the Local Government Reorganisation consultation

Noted.

d) To note the Notice of Election

The Clerk made Cllrs aware that the Notice of Election has been published on the noticeboards and PC website and the election is being held in May 2021.

2021/107 To consider the following planning applications:

Application No.	Address	Proposal	Comments
21/00622/HEDGE	Yorbus Grange Moor	Removal of 5m of hedgerow to gain access between two fields for agricultural purposes.	No comment

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21/00471/FUL	Mandal Hungate	Erection of 1no. two storey side extension with front and rear dormers and associated internal alterations	No comment
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2021/108 To notify the clerk of matters for inclusion on the agenda at the next meeting

- S104 agreement
- Developments
- Flooding
- Annual meeting arrangements
- Queens Platinum Jubilee

2021/109 To confirm the date of the next meeting

Resolved that the Clerk will arrange a meeting once she has received an update from the Government about holding remote meetings.

2021/110 Public participation

Four members of public were present and raised concerns about the following:

- Alpha Homes development
- Trees on Mains Lane
- Speed calming measures

NOTE: There was an interruption during the meeting by a member of public and the meeting was paused for a short time.

Appendix 1

Schedule of Payments

March 2021

Date	Payee	Details	Amount
03/03/2021	Cardio Science	Defibrillator parts	£262.80
03/03/2021	SLCC	Membership	£41.60
03/03/2021	T. Garnett	Supplies to repair beck posts	£32.16
03/03/2021	R. Crabtree	Salary	£277.60
03/03/2021	HMRC	PAYE & NI	£63.20
17/03/2021	R. Crabtree	Printer Ink	£10.47
17/03/2021	R. Crabtree	Zoom	£28.78

Appendix 2

Bank Reconciliation

Prepared by: Rebecca Crabtree, Responsible Finance Officer

Date prepared: 17th March 2021

Balance as per bank statements 19th February 2021

BANK STATEMENTS		
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HSBC a/c ****9457 balance as at 19th February 2021	£10,710.09	
HSBC a/c ****2818 balance as at 28th February 2021	£2,130.56	
Total		£12,840.65
Unpresented cheques		
Closing balance per bank statements		£12,840.65
CASH BOOK		
Opening balance		£11,457.05
Income (Precept £8641, Bank interest £1.10 and Pinfold Rent £70)		£8,712.10
Payments to date		£7,328.50
Closing balance per cash book as at 19th February 2021		£12,840.65

Expenditure

Budget Heading	2020-2021 Budget	Current expenditure
Salary and related costs	£5,000.00	£3730.77
Admin Costs inc Stationary	£200.00	£201.41
Grounds maintenance	£1,750.00	£834.21
Website	£250.00	£12.83
Insurance	£700.00	£356.79
Room Hire	£150.00	0.00
Audit	£200.00	£175.00
Training	£300.00	0.00
Village Asset Maintenance	£2,000.00	£911.85
Sandbags and gritting	£120.00	£69.86
Membership/Subscriptions	£450.00	£370.98
Beck cleaning	£150.00	0.00
Festive costs	£500.00	£267.26
Newsletter	£150.00	0.00
Grants	£800.00	0.00
S137	£20.00	£16.00
VAT	£0.00	£381.54
Total	£12,740.00	£7328.50

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