

# **Fountains Abbey Parish Council**

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## **Minutes of the Ordinary Meeting of the Parish Council held on Thursday 10<sup>th</sup> January 2022 at 7.30pm At Studley Roger Village Hall**

**(2021/2 – 089) Present** were Cllr Derrick Slater (Chairman), Cllr Vic Lawson and Cllr Charles Johnson.

**(2021/2 – 090)** Also present were David Taylor, Clerk, and 10 members of the public.

**(2021/2 – 091)** No **Apologies** were received from Cllr Margret Atkinson.

**(2021/2 – 092)** No **Declarations of Interest** were received, therefore **no Dispensations** were required.

**(2021/2 – 093)** It was **resolved** that the minutes of the meeting held on 18th October 2021, having been circulated for consideration beforehand were true and correct records. The Chairman was authorised to sign them accordingly.

**(2021/2 – 094) With regards to the** Studley Roger Traffic situation, the following **resolutions** were passed:-

1. To approve the formation of "The Studley Roger Traffic Committee".
2. To approve the Terms of Reference, as circulated prior and amended at the meeting.
3. To approve the appointment of the following members to the Committee; Nick Redfern, Kirsten Agar Ward, Brian East, Steve Byfield, Toby Horton, Lynn Hawkyard and Cllr Jenny Atkinson.

**(2021/2 – 095)** The first meeting of the committee will be on Monday 31<sup>st</sup> January 2022 at 7.00pm at Studley Roger Village Hall. The Clerk will circulate papers prior to the meeting.

### **Reports:**

**(2021 – 096)** Cllr Margaret Atkinson **Reported** from North Yorkshire County Council and Harrogate Borough Council that:-

1. 200 care workers across the county have been redeployed to other jobs due to their refusal to be vaccinated.
2. There will be elections on 5<sup>th</sup> May 2022. These will include both Parish Councils and the new North Yorkshire Authority.
3. The North Yorkshire Authority will come into being on 5<sup>th</sup> May 2023 when both HBC and NYCC will cease to exist.
4. There is a great deal of work involved in this transition.
5. Knaresborough swimming pool is to be rebuilt.
6. Ripon swimming pool is due to open later this month.
7. The Harrogate Conference Centre is due to have substantial money spent on it in order to upgrade its facilities.

**(2021/2 – 097)** The Council **Received** the Ripon and Pateley Bridge Neighbourhood Policing Team for the period 27.09.2021 to 04.01.2022.

**(2021/2 – 098)** It was **Resolved** put the matter of a formal Public Participation session in future Parish Council meetings in abeyance.

# Fountains Abbey Parish Council

MINUTES OF THE MEETING HELD ON 10.01.2022

(2021/2 – 099) It was **Resolved** to proceed with the the siting and installation of a defibrillator unit in the telephone box in Aldfield village. The Clerk is to research the ownership of the telephone box by the Parish Council and if it still has an electricity supply. He shall also add the sum of £1000.00 to forthcoming budget and research other funding options to raise the difference.

(2021/2 – 100) The meeting heard an update regarding the repairs to Studley Roger village hall chimney. The builder who was to carry out the repairs recently had a very nasty accident and will be unable to carry out the work for some time to come. It was decided to look around for another contractor. Work should commence when the weather is dryer.

## Financial Matters:

(2021/2 – 101) It was **resolved** To approve the Draft Budget, as amended, for the year 2022 – 2023. This appears as "**Appendix A**", below.

(2021/2 – 102) It was **resolved** To approve the Precept demand for the year 2022 - 2023

(2021/2 – 103) The accounts for payment as listed on "**Appendix B**", below, were approved for payment.

(2021/2 – 104) It was **resolved** to approve a Bank Reconciliation report for the period to 10.01.2022. The Chairman signed it accordingly. This appears as "**Appendix C**", below.

(2021/2 – 105) It was **resolved to** approve a Spending v Budget report for the period to 10.01.2022

## Planning applications:

**NB- Planning applications.** All Comments and returns from the Parish Council can be seen on the HBC planning portal. Please see the note below for the meaning of Return Options.

### The following Planning notice was received:-

(2021/2 – 106) **Planning Decision Notice** – 21-02973-FUL Erection of first floor extension to existing. Duck House Studley Roger Ripon. Mr G Bell. **Noted** - Application Decided & Permitted

### The following Planning Application was considered:-

(2021/2 – 107) **Planning Application** 21-05024-FUL. Change of use of storage barn. Fountains Abbey Visitors Centre Swanley Grange. Mrs Rachael Copping / National Trust. It was resolved to return **Option A** – the Parish Council has no objections.

(2021/2 – 108) The Clerk requested that agenda items to be considered at the next meeting of the Parish Council should be sent direct via email or post to arrive no later than 1 week prior.

(2021/2 – 109) **It was confirmed** that the next meeting of the Parish Council would be on 9<sup>th</sup> May 2022. It will be the Annual Meeting of the Parish Council and will be preceded by the Annual Village Meetings for Aldfield, Lindrick & Studley Roger.

A schedule of meetings appears at "**Appendix D**", below.

(2021/2 – 110) The meeting **closed** at 9.10pm

# Fountains Abbey Parish Council

MINUTES OF THE MEETING HELD ON 10.01.2022

These minutes were recorded and prepared by the Clerk to the Parish Council, David Taylor.

Signed as a true record by Cllr Derrick Slater, Chairman

Date:

At the Regular Meeting of the Azerley Parish Council held on **9<sup>th</sup> May 2022** it was resolved by unanimous vote to approve these Minutes, copies of which had been previously circulated to Members, as a true and correct record. These Minutes were then signed by the Chairman accordingly.

**The signed Minutes are held in the Parish Council minute book at the Clerk's address, below, and can be viewed by prior appointment.**

**Clerk : David Taylor. 57 Whitcliffe Lane, Ripon, HG4 2LB. 01765 601693**

When returning a standard form Parish Council Notification consultation decision there are four options that the Council can return. These are:-

**Option A** – The Parish Council has no objections.

**Option B** – The Parish Council objects on the planning grounds set out overleaf.

**Option C** – The Parish Council does not object to or support the application but wishes to make comments or seek safeguards set out overleaf.

**Option D** - The Parish Council supports the application.

# Fountains Abbey Parish Council

MINUTES OF THE MEETING HELD ON 10.01.2022

## Appendix "A" – Budget for 2022 – 2023.

Fountains Abbey Parish Council Budget 2022/2023						
	2019 / 2020 Actual	2020/2021 Projected from Feb 2021	2021 / 2022 Budget	2023 / 2023 Budget		
Salary	£ 1,948.26	£ 1,650.00	£ 1,700.00	£ 1,700.00	£	1,700.00
Payroll Admin	£ 139.50	£ 144.00	£ 144.00	£ 144.00	£	144.00
StOfEx	£ 150.47	£ 125.00	£ 130.00	£ 130.00	£	130.00
Admin	£ -	£ -	£ 15.00	£ 15.00	£	15.00
Website Admin	£ 135.00	£ 135.00	£ 140.00	£ 150.00	£	150.00
Insurance	£ 157.81	£ 157.81	£ 165.00	£ 165.00	£	165.00
Internal Audit Fee	£ 50.00	£ 75.00	£ 75.00	£ 100.00	£	100.00
Room Hire	£ -	£ -	£ 60.00	£ 120.00	£	120.00
Defibrilator Purchase	£ -	£ -	£ -	£ 1,000.00	£	1,000.00
<b>Total</b>	<b>£ 2,581.04</b>	<b>£ 2,286.81</b>	<b>£ 2,429.00</b>	<b>£ 3,524.00</b>	<b>£</b>	<b>3,524.00</b>
Precept	£ 1,800.00	£ 4,500.00	£ 2,500.00	£ 3,600.00	£	3,600.00
Interest	£ 1.74	£ 0.14	£ 0.20	£ 0.20	£	0.20
<b>Total</b>	<b>£ 1,801.74</b>	<b>£ 4,500.14</b>	<b>£ 2,500.20</b>	<b>£ 3,600.20</b>	<b>£</b>	<b>3,600.20</b>

**Salary** This is based on two hours per week at the National Association of Local Councils pay scale as in force from time to time.

**Payroll Admin** This is based on a flat fee per payroll run of £12.00

**Admin & StOfEx** All telephone, broadband, Zoom, HP instant ink & MS 365 subscriptions etc are split proportionately between the 4 Parishes the Clerk serves. FAPC pays 10%

# **Fountains Abbey Parish Council**

MINUTES OF THE MEETING HELD ON 10.01.2022

<b>Website Admin</b>	This is the fee charged to cover the cost of platform hosting, updating and freshening the Parish Council Website and may increase.
<b>Insurance</b>	This is based on the historical premium charged.
<b>Internal Audit Fee</b>	The Parish Council will have to find a new Internal Auditor this year and cost of this service is unknown, but the fees charged in recent years were low.
<b>Precept</b>	As demanded of Harrogate Borough Council
<b>Interest</b>	Estimated by historical income.

## **Appendix "B" – Schedule of accounts approved for payment.**

1. Clerk's salary
2. Standing office costs
3. Studley Roger village hall meeting fees

## **Appendix "C" –**

# Fountains Abbey Parish Council

MINUTES OF THE MEETING HELD ON 10.01.2022

## Bank Reconciliation as at 10.01.2022 Including all payments (up to and over £100.00)

Nat West - 0000000061	£ 857.03	
Nat West - 0000000073	£ 3,827.47	
	£ 4,684.50	£ 4,684.50
<b>Less Accounts Outstanding - Sched 1</b>	£ -	
<b>Sub Total</b>		<b>£ 4,684.50</b>

## Cash Book

as at 18.10.2021

Nat West - 0000000061	£ 857.00	
nat West - 0000000073	£ 4,309.36	
Sub Total	£ 5,166.36	
<b>Add receipts - Sched 2</b>	£ 0.03	£ 5,166.39
<b>Subtract payments - Sched 3</b>	£ 481.89	£ 4,684.50
<b>Less Accounts Outstanding - Sched 1</b>		

£ 4,684.50

## Schedule 1

## Schedule 2

Interest	£ 0.03
<b>Total Sched 2</b>	<b>£ 0.03</b>

## Schedule 3

DN Taylor - Clerk Salary - Nov 21	04.01.2022	£ 137.01
Yorks Accounts Ripon	04.01.2022	£ 36.00
DN Taylor - StOfEx - Nov 21	04.01.2022	£ 9.20
DN Taylor - Clerk Salary - Dec 21	04.01.2022	£ 141.01
DN Taylor - StOfEx - Dec 21	04.01.2022	£ 8.26
DN Taylor - Clerk Salary - Oct 21	29.10.2021	£ 141.01
DN Taylor - StOfEx - Oct 21	25.10.2021	£ 9.40
<b>Total Sched 3</b>		<b>£ 481.89</b>

## **Appendix "D" – Schedule of Meetings of Fountains Abbey Parish Council:**

### **Schedule of Meetings 2022**

#### **Meetings are held in Studley Roger Village Hall**

Monday 10 <sup>th</sup> <b>January</b> 2022	Ordinary Meeting.
Monday 16 <sup>th</sup> <b>May</b> 2020	The Post-Election Meeting, the Annual Meeting of the Parish Council and the Annual Village Meetings for Aldfield, Lindrick & Studley Roger and followed by an Ordinary Meeting.
Monday 12 <sup>th</sup> <b>September</b> 2020	Ordinary Meeting.
Monday 14 <sup>th</sup> <b>November</b> 2020	Ordinary Meeting.

Meetings begin at 7.30pm unless otherwise stated.

Planning meetings will be held when necessary if there are new applications to consider. Please check notice boards and the Parish Council website for changes to dates, times & venues.