

Minutes of the Ordinary of the Parish Council Meeting
held on Thursday 21st July 2022 at 7.30pm at Warsill Village Hall

(2022 - 23 – 032) Present were Cllr Carolyn Sandford (Chair), Cllr Nick Tither (Vice Chair), Cllr. Julia Fulford, Cllr. Kevin Reynard & Cllr. Blair Robertson.

(2022 - 23 – 033) Also present were David Taylor, Clerk. There were no members of the public.

(2022 - 23 – 034) No **apologies** were received.

(2022 - 23 – 035) Cllr. Robertson **reported** that she was moving to reside in Harrogate and so would no longer be eligible to sit as a Parish Councillor at Bishop Thornton, Shaw Mills & Warsill. She resigned accordingly leaving a vacant seat as a consequence.

(2022 - 23 – 036) It was **resolved** that the minutes of the meetings held on 17th March 2022 & 19th May 2022 having been circulated for consideration beforehand were true and correct records.

(2022 - 23 – 037) The Clerk **shall** bring a Declaration of Acceptance of Office in respect of Cllr Kevin Reynard to the next meeting.

Reports:

(2022 - 23 – 038) Cllr Atkinson was not present at the meeting. In her absence the Clerk reported some matters that she had made at a meeting he attended the previous week He also agreed to include the report in these minutes. This is the **report**, therefore from **Harrogate Borough Council and North Yorkshire County Council**:-

- a. HBC are having a difficult time with staffing levels just now. Staff are leaving due to the closing of offices when the Unitary Authority is formed. The planning department are particularly affected. It is not business as usual.
- b. A committee has been formed at NYCC in order to manage and oversee the unitary authority coming into being.
- c. There will have to be a unification of the rubbish collection across the new unitary authority.
- d. 400 care workers are being recruited across the county. The costs of social care makes up half of the County Council's annual budget.
- e. The Harrogate Station Gateway project is still in dispute. Businesses are not in favour of it and there is opposition from the general public, especially those from rural villages.
- f. NYCC have advertised for a CEO for the new Unitary Authority. Interviews are scheduled for August with an appointment following thereafter.
- g. Central Government has imposed a spending cap on Harrogate Borough Council at £250k prior to the unitary authority coming into being.

- h. The staff shortages at NYCC are due in part to existing staff leaving and going to the new Darlington Economic Campus - as the recruitment drive hits a major milestone with over 110 Treasury members of staff in post.

(2022 - 23 – 039) The **Clerk reported** that:-

- a. He is booked to attend the YLCA Conference 23rd September 2022
- b. He gave an update on the Barclays Bank situation regarding changing the mandate and said that the process was now complete but that he made a complaint regarding the time it took to complete the process.
- c. He enquired if members wished to receive emails from organisations such as the Rural Services Network. Members said they would tell the Clerk which emails to discontinue when they could.
- d. The Clerk reported that he had contacted the Chequers Inn regarding holding meetings there. The person he spoke to would not put him through to the owner who did not wish to speak with him. This was the second time he had tried to make contact.
- e. The Clerk reported on the Police reports that are no longer received. The Police are no longer able to send them out for a number of reasons including GDPR.
- f. The Clerk reported that he had driven along Careless House Lane and that he could not locate the hedges that needed cutting back. Cllr Fulford said that she would send photographs of the hedges in question. The Clerk will report the matter to NYCC Highways Department and stress that this is a safety matter given that the road is used by large commercial traffic, agricultural machinery, private cars and cyclists.
- g. The Clerk reported that the Warsill fingerpost at the top of South Lane on Warren Lane has been reported to NYCC Highways Department.
- h. The Clerk reported that he has resigned his position as Clerk at Azerley Parish Council. He reminded the members that the computer he uses was purchased by the three Parish Councils he serves and that an agreement was made requiring a settlement should he leave any of the Parish Councils.

(2022 - 23 – 040) Cllr, Tither reported on progress with Shaw Mills Traffic safety measures:-

- a. There has been no recent correspondence with the manager at Area 6 (NYCC Highways Department) despite repeated emails sent by Cllr Tither requested updates.
- b. There has never been a schedule of works from NYCC Highways Department.
- c. The works that were agreed back in October 2021 were to install rumble strips to the road through Shaw Mills, refresh the white lines and road markings on the road through the village and install agreed signage relating to speed and obstacles.
- d. It was resolved that the Clerk shall write to the Manager at NYCC Highways Department highlighting the delays in the works and asking for a schedule of works to completion. Also pointing out that the budget has been met by funding granted from Cllr. Harrison. Copy Cllr. Harrison in on this email.

(2022 - 23 – 041) The Clerk reported that the defibrillator for Shaw Mills will be installed on Sunny Bank on Friday 29th July. It was also reported that the Unit for Warsill has been

ordered and will be delivered in August. The Clerk will speak with the installing electrician about when it can be installed.

(2022 - 23 – 042) It was **resolved** that the dedication to be engraved on the plaque to be installed next to the Defibrillator unit in Bishop Thornton will be “This defibrillator unit was installed for the community with the support of Bishop Thornton, Shaw Mills & Warsill Parish Council, The Lions Club of Knaresborough and the Kirby Family”.

(2022 - 23 – 043) It was **resolved** to purchase a recycled plastic bench from TDP Ltd. A separately engraved plate will be purchased from a local supplier. Clerk to action bench purchase.

(2022 - 23 – 044) The meeting **considered** training in the use of the defibrillator units for the public when they are installed. It was thought best to organise a training session that will cater to the whole parish area (rather than separate wards) and also welcome people from surrounding areas. This can be organised for the autumn, having identified a qualified instructor, a venue and advertised the event. There should also be a page on the website explaining where the units are installed. Stickers or posters giving the location of the units around the Parish area should be put up.

(2022 - 23 – 045) It was **resolved** that the Clerk should enquire with HBC as to how much is due in commuted sums in respect of the Old Mill at Shaw Mills. The Clerk will also try to get a full policy statement from HBC about how the commuted sums system works.

Correspondence:

(2022 - 23 – 046) An email received from Mr Andy Williamson the contents of which were noted. The Clerk shall reply to Mr Williamson accordingly and take matters up with NYCC Highways Department.

(2022 - 23 – 047) By email: An update on progress towards a new single council for North Yorkshire. **Noted.**

(2022 - 23 – 048) By email: “Have your say on the proposed changes to Fire and Rescue services in North Yorkshire and York”. **Noted.**

Financial Matters:

(2022 - 23 – 049) The accounts for payment as listed on “**Appendix A**”, below, were approved for payment.

(2022 - 23 – 050) A Bank Reconciliation to the period 21st July 2022_(including all payments up to and over £100.00) was received and unanimously approved. The Chairman signed it accordingly. This appears at “**Appendix B**”, below.

(2022 - 23 – 051) A Spending v Budget report to the period 21st July 2022_was received and approved by the Council.

Planning Decision Notices:

(2022 - 23 – 052) Planning Decision Notice 21-03747-FUL. Conversion of barn to dwelling, etc Gilmoor Farm West Bishop Thornton Harrogate. Mrs S Fawcett. **Application refused.**

(2022 - 23 – 053) Planning Decision Notice 21-03821-FUL. Erection of dwelling and garage, installation of package treatment plant etc. Gilmoor Farm West Bishop Thornton. Mrs S Fawcett. **Application refused.**

Planning applications:

(2022 - 23 – 054) Planning Application 22-02730-FUL. Erection of detached outbuilding to house etc. The Thriding Barrowgarth to Greenhill Farm and Hawksworth House Bishop Thornton. Mr & Mrs S English. It was **resolved** to return **Option A** – The Parish Council has no objections.

(2022 - 23 – 055) Planning Application 22-02279-FUL. Erection of stable, tack and store. 1 High North Farm Fellbeck, Harrogate. Mr C Dickinson. It was **resolved** to return **Option A** – The Parish Council has no objections.

***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.*

(2022 - 23 – 056) It was confirmed that the next regular meeting of the Parish Council would be an ordinary meeting on Thursday 15th September 2022 at 7.30pm.

(2022 - 23 – 057) It was **resolved** to approve the schedule of meetings which appears at "**Appendix D**", below.

(2022 - 23 – 058) The meeting closed at 8.50pm.

These minutes were recorded and prepared by the Clerk to the Bishop Thornton, Shaw Mills & Warsill Parish Council, David Taylor.

Signed as a true record by Cllr Carolyn Sandford, Chair.

Date:

These minutes are in draft form only and will not be classed as officially recorded minutes until ratified at the next meeting of the Bishop Thornton, Shaw Mills & Warsill Parish Council.

At the Regular Meeting of the Bishop Thornton, Shaw Mills & Warsill Parish Council held on 13th October 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. Thornfield, 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.

Appendix "A" – Schedule of accounts approved for payment.

- a. Clerks Salary - May
- b. Clerks PAYE - May
- c. Standing Office Expenses – May
- d. Yorkshire Accountants Ripon – Payroll Admin
- e. Clerks Salary - June
- f. Clerks PAYE - June
- g. Standing Office Expenses – June
- h. WelMedical – Defib cabinet
- i. Fusion Systems - Call up charge
- j. YLCA – annual membership fee

Appendix "B" –

Bank Reconciliation as at 21st July 2022 Including all payments (up to and over £100.00)

Barclays - *****534	£ 5,438.55	
Less Acs Outstanding - See Shed '1'	£ -	
Sub Total		£ 5,438.55

Cash Book - 19th May 2021

Barclays - *****534	£ 7,586.60	
Add receipts - See Shed '3'	£ 13.33	
Sub Total	£ 7,599.93	£ 7,599.93
Subtract payments - See Shed '2'	£ 2,161.38	
	£ 5,438.55	
Subtract A/cs Outstanding - Shed "1"	£ -	

Current State	£ 5,438.55
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Shed 1

Total	£ -
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Shed 2

YLCA	Training	06.06.2022	£	26.67
Elkerlodge Bookeep	Internal Audit	06.06.2022	£	140.00
DN Taylor	Clerk Salary	06.06.2022	£	473.43
DN Taylor	StOfEx	06.06.2022	£	37.80
Yorks Accounts Ripon	Payroll Services	29.06.2022	£	36.00
DN Taylor	StOfEx	29.06.2022	£	45.00
DN Taylor	Clerk Salary	29.06.2022	£	469.43
WelMedical	Defib & Cabinet	21.07.2022	£	478.80
Fusion Systems	Call Out service desk	21.07.2022	£	7.92
YLCA	annual membership	21.07.2022	£	303.00
BHIB	Insurance	21.07.2022	£	143.33
Total			£	2,161.38

Shed 3

HBC Precept	29.04.2022	£	3,700.00
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Appendix "C" – Schedule of Forthcoming Meetings of Bishop Thornton, Shaw Mills & Warsill Parish Council:

Meetings will be held at the Warsill Parish Room unless otherwise stated

Thursday 21 st July 2022.	Ordinary Meeting.
Thursday 22 nd September 2022.	Ordinary Meeting.
Thursday 17 th November 2022.	Ordinary Meeting.

- **Meetings** are held on the 1st Monday of alternate months – February onwards. * Note: Tuesday 6th as Monday 5th April is a Bank Holiday.
- **All meetings** start at 7.30pm unless otherwise advised There will be a public participation session lasting 15 minutes prior to the start of each meeting.
- **There** will be six meetings per year unless more are required when extraordinary meetings may be called. These will be publicised on the Parish Council Website and the usual local noticeboards.
- **Parish** Meetings will be held in succession before the Annual Meeting of the Parish Council on which will commence no sooner than 7.45pm.
- **Please** check notice boards and the Parish Council website for changes to dates, times & venues.