

Fountains Abbey Parish Council

Clerk: David Taylor
Thornfield, 57, Whitcliffe Lane, Ripon, North Yorkshire, HG4 2LB
Telephone: 01765 601693
Email: clerk.fountainsabbeypc@outlook.com
www.fountainsabbeyparishcouncil.org.uk

DRAFT Minutes of the Ordinary Meeting of the Parish Council held on Monday 11th March 2024 at 7.30pm At Studley Roger Village Hall

(2023-24 – 109) **Present** were Cllr. Dr Steve Byfield (Chairman), Cllr. Derrick Slater, Cllr. Jenny Atkinson and Cllr. Vic Lawson.

(2023-24 – 110) Also present were David Taylor, Clerk, and 2 members of the public.

(2023-24 – 111) **Apologies** were received from Cllr. Charles Johnson.

(2023-24 – 112) No **Declarations of Interest** were received and so therefore no **Dispensations** were required.

(2023-24 – 013) It was **resolved** that the minutes of the meeting held on 15th January 2024, having been circulated for consideration beforehand were true and correct records. The Chairman was authorised to sign them accordingly.

Reports:

(2023-24 – 114) There was no report from Cllr. Felicity Cunliffe-Lister from North Yorkshire Council.

(2023-24 – 115) The Clerk said that he had no report as such because all of his activities in the last week were covered in subsequent agenda items.

(2023-24 – 116) Justin Scully, General Manager, Fountains & Brimham Rocks, The National Trust reported that:-

1. Golf Cottage will now be refurbished and made ready for letting on a full time residential basis. It has been out of commission for quite some time for a variety of reasons.
2. The planning application for the development at the Deer Park Tea Rooms is now with UNESCO, following their opinion being received it will revert back to NYC planning authority.

The following matters were reviewed:

(2023-24 – 117) It was **reported** that the information from the speed monitoring equipment that was recent installed at Studley Roger revealed that there was 20mph speed reading in the 85th percentile sector. This is good news for the village plans to have a 20mph speed limit in the village. Before the a 20mph speed limit can be placed in the village, however, the proposal has to go to the Police for consideration and there has to be a TRO (traffic regulation order). There will be village consultation before this happens and any signs are installed.

(2023-24 – 118) It was **reported** that £700.00 for the purpose of carrying out some white lining work in the village has been ringfenced from committed sums. Before the work is finally authorised it should be borne in mind that any lines, either white or yellow, will cause displacement parking – it will shift the nuisance elsewhere and they will have to be enforced. It is intended to recommend lines being painted at the pinch points in the village

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ie. at the top end of the village, outside Bumble Bee Cottage and around the triangle. There will be village consultation before this happens and any white lines are painted.

(2023-24 – 019) It was **reported** that it is intended to hold a public meeting prior to the next meeting of the Parish Council – Monday April 29th 2024 in order to gauge feeling in the village. The options before the village can be explored and those attending can vote whether the village either does nothing, install a residents parking scheme perhaps, have white lines or move to yellow lines. Attendees will be invited to have their say. By doing this the parish Council will have fulfilled it's obligation in terms of consultation. Prior to the meeting the Clerk shall prepare an information sheet outlining the various options.

(2023-24 – 120) With regard to specific Data Collection equipment it was **resolved** and agreed that Just Scully should take over negotiations with NYC Highways regarding the supply of the equipment.

(2023-24 – 121) It was **reported** that there will be no additional signage, that may deter visitors to Fountains Abbey Estate, installed at the entrance to Studley Roger at the B6265 junction as it will not comply with the highway planning rules. However the use of "A" boards on specific, predicted peak volume days will continue.

(2023-24 – 122) It was **reported** that plans for a Christmas tree in Aldfield and Studley Roger are still ongoing. Various permissions have to be secured and there are H&SE precautions that will have an impact with insurance cover have to be investigated.

(2023-24 – 123) It was **reported** that plans for the siting of a "Road Salt / Grit Bin" at the top of Studley Lane are progressing well. The cost of a bin will be borne by the Parish Council and will be in the region of £100 + VAT with an annual cost to fill the bin of £75.00.

(2023-24 – 124) It was **reported** that membership of the Yorkshire Local Councils Association (YLCA) is set to commence in April at a cost of £135.00.

(2023-24 – 125) It was **reported** that Cllr Slater will work with the National Trust to identify the best location for a Dog Poo Bin somewhere on Plumpton Lane with a target time for installation being the summer of 2024.

(2023-24 – 126) It was **reported** that a person to install and connect up the AED unit in the telephone kiosk in Aldfield has been identified and a date for installation will be set in due course.

(2023-24 – 127) It was **reported** that the cricket club has applied for funding for practice nets from commuted sums.

(2023-24 – 128) It was **reported** that the date for the Parish Residents Picnic in Fountains Abbey grounds has been set for July 27th "**The Picnic in the Ruins**". The format will be a 'Bring Your Own' picnic. Justin Scully and Cllr Byfield will work towards finalising the arrangements for the event. More information will be given when available.

(2023-24 – 129) It was **resolved** that the setting up of a WhatsApp group should be investigated. It was hoped that such a group may draw in Aldfield and Lindrick residents. The administration of the group would be by Cllr Byfield. Ground rules for conduct are yet to be decided.

(2023-24 – 130) It was **resolved** that a Parish Council newsletter will be produced and circulated throughout Civil Parish. It was hoped that this can be issued prior to the 2024/25 Council Tax bills going out. Justin Scully confirmed that the National Trust would print the

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issues. This was gratefully acknowledged. Cllr Byfield gave out an early draft of the newsletter that was well received.

Correspondence:

(2023-24 – 131) An email from NYC concerning a consultation on “Home to School travel policy” was **noted**.

(2023-24 – 132) An email from Yorkshire First – “Village Halls Week Celebration” – 22 March was **noted**.

(2023-24 – 133) It was **resolved** that the idea of staging an event at the Studley Roger Village Hall to mark the 80th Anniversary of D-Day (the D Day anniversary is 6th June). The Clerk shall circulate details received from other sources to Parish Councillors for consideration.

Financial Matters:

(2023-24 – 134) The insurance renewal invitation from Zurich Insurance for the forthcoming year effective from 1st May 2024 was considered and it was **resolved** that contingent upon the Clerk being satisfied that it is fit for purpose, the policy should be renewed.

(2023-24 – 135) The accounts for payment as listed on “**Appendix A**”, below, were approved for payment.

2023-24 – 136) A Bank Reconciliation to the period 11th March 2024 (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.

(2023-24 – 137) A Spending v Budget report to the period 11th March 2024 was received and approved by the Council.

Planning Matters:

The following Planning Notices were received:-

(2023-24 – 138) Planning Decision Notice ZC23-04457-FUL & ZC23/04458/LB Demolition of existing conservatory and replacement with one & half etc. The Old Post House 25 Studley Roger HG4 3AY. K Creed was noted. Application Granted subject to conditions.

(2023-24 – 139) There were no **Planning Applications** to consider.

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.

(2023-24 – 140) 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.

(2023-24 – 141) It was confirmed that the next regular meeting of the Parish Council would be on

A schedule of meetings appears at “**Appendix C**”, below.

(2023-24 – 142) The meeting **closed** at **8.50pm**

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

Signed as a true record by Cllr Dr Steve Byfield, Chairman

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 Fountains Abbey Parish Council.

At the Regular Meeting of the Fountains Abbey Parish Council held on **29th April 2024** 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.

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

- i. Clerk's salary & PAYE
- ii. Standing office costs
- iii. Administrative Expences
- iv. Training Costs
- v. Meeting Room Hire
- vi. Software updates

Appendix "B" –

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Bank Reconciliation as at 11.03.2024 Including all payments (up to and over £100.00)

Nat West - 0000000061	£	811.35	
Nat West - 0000000073	£	1,882.82	
	£	2,694.17	£ 2,694.17
Less Accounts Outstanding - Sched 1	£	-	
Sub Total			£ 2,694.17
Cash Book			
As at 13.11.2023			
Nat West - 0000000061	£	1,878.19	
nat West - 0000000073	£	1,645.25	
	£	3,523.44	£ 3,523.44
Sub Total	£	4.63	
Add receipts - Sched 2			£ 3,528.07
	£	833.90	
Subtract payments - Sched 3			£ 2,694.17
Less Accounts Outstanding - Sched 1	£	-	
			£ 2,694.17
Schedule 1			
Schedule 2			
Interest	29.02.2024	£	2.17
Interest	31.01.2024	£	2.46
Total Sched 2		£	4.63
Schedule 3			
DN Taylor	Salary - 230224	£	244.27
DN Taylor	StOfEx - Feb 24	£	22.48
HMRC	PAYE - Feb 24	£	57.20
DN Taylor	Admin Exp	£	13.13
Yorks Acc Ripon	Payroll Admin	£	36.00
NALC	Training	£	13.01
Yorks Acc Ripon	Payroll Admin	£	36.00
DN Taylor	StOfEx - Jan 24	£	42.47
Yorks Acc Ripon	Payroll Admin	£	36.00
Studley Roger VH	Room Hire	£	120.00
DN Taylor	StOfEx - Jan 24	£	23.23

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Fusion Systems	Software u/d	£	18.87
YLCA	Training	£	8.35
HMRC	PAYE - Jan 24	£	28.40
DN Taylor	Salary - 260124	£	134.49
Total Sched 3		£	833.90

Appendix "C" – Schedule of Forthcoming Meetings of Fountains Abbey Parish Council:

Schedule of Meetings 2023 - 2024

Meetings are held in Studley Roger Village Hall.

Monday 15 th January 2024	Ordinary Meeting.
Monday 11 th March 2024	Ordinary Meeting.
Monday 29 th April 2024	The Annual Meeting of the Parish Council and will be preceded by the Annual Village Meetings for Aldfield, Lindrick & Studley Roger and followed by an Ordinary Meeting.
Monday 8 th July 2024	Ordinary Meeting.
Monday 9 th September 2024	Ordinary Meeting.
Monday 11 th November 2024	Ordinary Meeting.
Monday 13 th January 2025	Ordinary Meeting.

All meetings are held at Studley Roger Village Hall on the 2nd Monday of the month unless otherwise stated.

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. Details conduct at public participation sessions are available on the Parish Council Website www.fountainsabbeyparishcouncil.org.uk and at the meeting itself.

Ordinary Meetings will be held every other month. Extra **Planning Meetings** will be held where necessary.

Annual Village Meetings will be held in succession before the Annual Meeting of the Parish Council