

Fountains Abbey Parish Council

Clerk: David Taylor
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Minutes of the Ordinary Meeting of the Parish Council held on Monday 9th January 2023 at 7.30pm At Studley Roger Village Hall

(2022-2023 – 079) **Present** were Cllr Derrick Slater (Chairman), Cllr Jenny Atkinson, Cllr Vic Lawson and Cllr Charles Johnson.

(2022-2023 – 080) Also present were David Taylor, Clerk, and 3 members of the public.

(2022-2023 – 081) No **Apologies** were received.

(2022-2023 – 082) No **Declarations of Interest** were received and so no **dispensations** were required.

(2022-2023 – 083) It was **resolved** that the minutes of the meeting held on 14th November 2022, having been circulated for consideration beforehand were true and correct records. The Chairman was authorised to sign them accordingly.

Reports:

(2022-2023 – 084) The Clerk **Reported** that :-

1. The Defibrillator is ready to be installed when the better weather comes and the telephone box in Aldfield is finished.
2. The Deer Park Tearoom display has open for visitors to see from 13th December 2022.
3. The National Trust is still waiting for a timescale for planning application for the Studley Tearoom – may be Feb but it may be that the plans need to go to UNESCO Paris before they submit a planning application, that would delay matters by 10 weeks or so.
4. The Clerk has written to Mr Mike Atkinson on behalf of the Parish Council in order to give condolences.
5. When the Parish Council meets next, there will be no Harrogate Borough Council.
6. The election for a Member of North Yorkshire Council will be on 9th February 2023.

(2022-2023 – 085) Dr Steve Byfield, the Chair of the Studley Roger Traffic Committee **reported** that by and large the main principles of the report are agreed. The draft is being edited and the final report should be ready for circulation to Parish Council members by 10th April in readiness for the discussion at the next (Parish Council) meeting on 24th April 2023.

(2022-2023 – 086) The following Correspondence was considered:

Financial Matters:

(2022-2023 – 087) It was **Resolved** to approve the draft budget submitted to the meeting. This appears at "**Appendix A**", below

(2022-2023 – 088) The accounts for payment as listed on "**Appendix B**", below, were approved for payment.

(2022-2023 – 089) A Bank Reconciliation to the period 9th January 2023 (including all payments up to and over £100.00) was received and unanimously approved. The Chairman was authorised to sign it when possible accordingly. This appears at "**Appendix C**", below.

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(2022-2023 – 090) A Spending v Budget report to the period 9th January 2023 was received and approved by the Council.

Planning Matters:

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.

(2022-2023 – 091) The following Planning Notices were received:-

1. **Planning Decision Notice** - 22-04240-FUL. Installation of solar PV array to visitor centre. Fountains Abbey Visitors Centre, Swanley Grange. National Trust.

(2022-2023 – 092) The following Planning Applications were considered:-

1. **Planning Application** 22-04793-TPO. Fell 1 no. Eucalyptus tree (T1) within Tree Preservation Order 50/2010. 7 The Close Studley Roger. Cussons
2. **Planning Application** 22-04415-CLEUD. Certificate of Lawfulness of Existing Use or Development for a rising bollard and associated works located to the east of the Eastern gate etc. Fountains Abbey And Studley Royal Water Garden, National Trust.

(2022-2023 – 093) 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.

(2022-2023 – 094) **It was confirmed** that the next regular meeting of the Parish Council would be on

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

(2022-2023 – 095) The meeting closed at 8.40pm

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 **24th April 2023** 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.

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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"

Fountains Abbey Parish Council Budget 2023/2024

	2019 / 2020 Actual	2020/2021 Budget	2021 / 2022 Budget	2022 / 2023 Budget	2023 / 2024 Budget
Salary	£ 1,948.26	£ 1,650.00	£ 1,700.00	£ 1,700.00	£ 1,750.00
Payroll Admin	£ 139.50	£ 144.00	£ 144.00	£ 144.00	£ 144.00
StOfEx	£ 150.47	£ 125.00	£ 130.00	£ 130.00	£ 180.00
Admin	£ -	£ -	£ 15.00	£ 15.00	£ 20.00
Website Admin	£ 135.00	£ 135.00	£ 140.00	£ 150.00	£ 300.00
Insurance	£ 157.81	£ 157.81	£ 165.00	£ 165.00	£ 170.00
Internal Audit Fee	£ 50.00	£ 75.00	£ 75.00	£ 100.00	£ 100.00
Room Hire	£ -	£ -	£ 60.00	£ 120.00	£ 120.00
Defibrillator					
Purchase	£ -	£ -	£ -	£ 1,000.00	£ 250.00
Total	£ 2,581.04	£ 2,286.81	£ 2,429.00	£ 3,524.00	£ 3,034.00
VAT					£ 250.00
Precept	£ 1,800.00	£ 4,500.00	£ 2,500.00	£ 3,600.00	£ 2,784.00
Interest	£ 1.74	£ 0.14	£ 0.20	£ 0.20	£ 0.20
Total	£ 1,801.74	£ 4,500.14	£ 2,500.20	£ 3,600.20	£ 3,034.20

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 now pays 20%

Website Build This year the website will be rebuilt and hosted on a different platform. The content will be updated and freshened up. This amount reflects building the site only.

Insurance This is based on the historical premium charged with small uplift to reflect inflation.

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Internal Audit Fee	The Parish Council has instructed the "new" Internal Auditor from last year. This is her predicted cost.
Precept	As demanded of Harrogate Borough Council.
Interest	Estimated by historical income.

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

DN Taylor Clerk Salary - Nov 2022	19.12.2022	£ 114.85
HMC PAYE - Nov 2022	19.12.2022	£ 24.60
DN Taylor Standing Office Expenses - Nov 2022	19.12.2022	£ 13.64
Office Supplies	19.12.2022	£ 10.00
DN Taylor Clerk Salary - Dec 2022	03.01.2023	£ 114.65
HMC PAYE - Dec 2022	03.01.2023	£ 24.80
DN Taylor Standing Office Expenses - Dec 2022	03.01.2023	£ 14.70
Total		£ 317.24

Appendix "C" –

Bank Reconciliation as at 09.01.2023 Including all payments (up to and over £100.00)

Nat West - 0000000061	£ 858.86	
Nat West - 0000000073	£ 3,149.22	
		£ 4,008.08
Less Accounts Outstanding - Sched 1	£ 19.73	
Sub Total		£ 3,988.35

Cash Book

As at 14.11.2022

Nat West - 0000000061	£ 857.86	
nat West - 0000000073	£ 3,466.46	
Sub Total		£ 4,324.32
Add receipts - Sched 2	£ 1.05	
Subtract payments - Sched 3	£ 317.24	£ 4,325.37
Less Accounts Outstanding - Sched 1	£ 19.73	£ 4,008.13
		£ 3,988.35

Schedule 1

Fusion Systems - IT Helpline £ 19.73

Schedule 2

Interest 30.12.2022 £ 1.05

Total Sched 2 **£ 1.05**

Schedule 3

DN Taylor Clerk Salary - Nov 2022 19.12.2022 £ 114.85

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HMC PAYE - Nov 2022	19.12.2022	£	24.60
DN Taylor StOfEx - Nov 2022	19.12.2022	£	13.64
Office Supplies	19.12.2022	£	10.00
DN Taylor Clerk Salary - Dec 2022	03.01.2023	£	114.65
HMC PAYE - Dec 2022	03.01.2023	£	24.80
DN Taylor StOfEx - Dec 2022	03.01.2023	£	14.70
Total Sched 3		£	317.24

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

Schedule of Meetings 2023

Meetings are held in Studley Roger Village Hall

Monday 24 th April 2023	Ordinary Meeting concerning the report by Studley Roger Traffic Committee.
Monday June 5 th 2023	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 11 th September 2023	Ordinary Meeting.
Monday 13 th November 2023	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.