

KIRKBY MALZEARD, LAVERTON AND DALLOWGILL PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING on Monday 27th April 2020 held remotely

The meeting commenced at 7.30pm. Councillors Howard Mountain (Chair), Geoffrey Berry, Jane Aksut, Peter Saxon, Pippa Manson, and Alan Brownlee, together with the Clerk, took part in the video conference with County Cllr Margaret Atkinson and 1 member of the public. Cllr Geoff Lobley (Vice-Chair) was also connected to the conference via telephone link.

Note: The meeting was held remotely using video conferencing methods in accordance with legislation which came into force on April 4, 2020 as set out in 'The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020'.

It was confirmed by the Chair that all persons attending could hear and be heard prior to commencement of the meeting.

AGENDA

1. Welcome. Apologies for absence from Councillors – approve reason why unable to take part. All Parish Councillors present.

2. Consider and approve an additional Standing Order to enable effective management of remote meetings. An Addendum to the existing Standing Orders was considered and approved to enable the effective management of meetings held remotely due to the Coronavirus pandemic. This will be published on the Parish Council website in due course.

3. Declarations of Disclosable Pecuniary Interest, Other Interests or Close Association
None.

4. Approve the Minutes of the Parish Council meeting held on 30th March 2020.

The minutes were approved as a true record and will be signed as such by the Chair. **Action: Clerk to post copy of approved Minutes to the Chair for signing.**

5. Formally ratify all decisions taken at meeting on 30th March 2020.

All decisions taken at the meeting on 30th March 2020 were formally ratified by the Council.

6. Community Helper scheme

a) Cllr Aksut commented that scheme is proving to be successful and thanked all the 'buddies' who had volunteered to help, for doing a fantastic job. She reported that Harrogate Borough Council are also supporting local residents who live alone, by telephoning them regularly and the Pateley Bridge community group, Nidderdale Plus, were also very supportive and had various resources on line including information for people suffering mental health issues as a result of the lockdown. She thanked the Henry Jenkins Community Pub Ltd for the leaflet which they recently designed, printed and circulated to provide information about the Parish Council's community helper scheme.

b) Cllr Berry and Cllr Lobley, as trustees of the KM Charitable Trust, offered to look into whether they are able to access Trust funds that could be used to help residents who are either in financial difficulty or who are finding it difficult to access money due to the restrictions imposed during the Coronavirus epidemic. **Action: Cllrs Berry and Lobley to investigate and report back.**

c) In considering whether to implement the Community Loan scheme, initiated by Nidderdale Plus, it was agreed that the Council would be happy to manage the Scheme on behalf of the Nidderdale Plus, (if funding from the Charitable Trust were unavailable or required supplementing), but further clarification would be needed as to the terms of the Loan scheme. **Action: Cllrs Aksut and Manson to clarify the repayment process.**

7. Urgent updates from County and District Councillors if present.

County Cllr Margaret Atkinson gave details on how both HBC and NYCC are continuing to function during the Coronavirus Pandemic.

HBC have received an extra £40 million from the government to provide grants for local businesses. Household waste collection has trebled since the lockdown was announced and other Council workers are now helping with waste collections. Work has begun to repair the damage to the Stray resulting from the UCI Championships. No site visits were taking place in relation to planning applications with Officers largely working from home. Cllr Manson asked if HBC were continuing with amenity grass cutting, as a resident had kindly cut the grass on The Green this month on their behalf and County Cllr Atkinson will investigate this and report back.

NYCC have received an extra £15 million in funding from the government. They have started re-surfacing roads in the county, a project which is likely to cost £10 million. NYCC have phoned 6500 of the most vulnerable residents of the county and are sending people to visit them at home if they are unable to get hold of them via the telephone.

8. Planning – recent Applications made to Harrogate Borough Council. The Parish Council will provide a response on the following cases:

- a) 20/00344/FUL – Brock House, Park Wood, Ripon Road, Kirkby Malzeard – Erection of garage extension – Cooke - **Decision A – The Parish Council has no objections**
- b) 20/01070/PNA – Beckmeeting Farm, Appleby Lane, Laverton - Prior Notification for the erection of a mixed-use agricultural building – Carling- **Decision A – The Parish Council has no objections**
- c) 20/01231/FUL – Greystone Edge, Kirkby Moor Road, Kirkby Malzeard – Formation of riding arena – Gaunt- **Decision A – The Parish Council has no objections**
- d) 20/01220/FUL – Ringbeck, Ringbeck Road, Kirkby Malzeard – Division of existing dwelling house to form two dwelling houses, single storey infill extension and extension of domestic curtilage – Clayton Moore - **Decision A – The Parish Council has no objections**
- e) 20/00913/FUL – High Pastures, Laverton Road, Kirkby Malzeard – Extension of Existing Stable Block / Barn to provide Implement Shed – Bain – **Deferred to next meeting, as application appeared to have been placed on hold, with no documents available on line.**

9. Internal Audit 2019-20.

The Internal Audit to be carried out remotely on 24 April by Janet Bennett of Yorkshire Internal Audit Services had commenced, but the Clerk reported that this had not yet been concluded as holding the audit remotely was taking the Auditor longer than normal.

The End of year documents will be formally considered for approval at Annual Parish Council Meeting in May, together with the 2019-20 Annual Governance and Accountability Return (AGAR) document.

10. Financial Items:

- a) The Bank statement showed a balance of £9134.87
- b) Cash Book presented by Clerk. Reconciliation with bank statement noted by Council.
- c) End of Year Comparison to Budget, together with an explanation by the Clerk as to where significant variances had occurred, was considered and approved. The principal over-spend was in relation to the Children’s Play Area where a number of initial set-up costs had been incurred, but savings had been made elsewhere over the year, for example in respect of Clerks salary and office expenses.
- d) On-line banking. Chair now approved as Primary User on the basis that this would be changed to the Clerk, once on-line banking has been set up. This was agreed in order to speed up the initial process.

e) The following payments (including VAT where applicable) were approved.

Note: Zoom invoice was approved for £14.39 rather than £11.95 as referred to in the agenda to reflect VAT.

Payee	Amount	Item Paid For
Reimbursement - Clerk	£3.49	Printer ink subscription
Reimbursement - Clerk	£7.32	Stamps
D3 Office Group	£9.22	Envelopes
Jeni Cropper & Associates	£60.00	Neighbourhood Plan Logo Design
Morgans Estates	£380.00	Grass Cutting
Zoom	£14.39	Monthly subscription

11. Emergency Delegation of Powers to the Clerk. It was decided that the Council will continue to meet via video conference call for the time being, however should it become necessary, the Council will call an Extraordinary meeting at which point the Standing Order will be invoked to delegate Emergency Powers to the Clerk.

12. May Monthly meeting and the Annual Parish Council Meeting. It was decided that the next monthly Parish Council Meeting will take place on Monday 18th May 2020 as scheduled, but that the Annual Parish Council Meeting will now take place on Wednesday 27th May 2020 as it was felt more practical to hold meetings on separate evenings whilst utilising remote conferencing facilities.

13. Any Other Business. Items not covered elsewhere on the Agenda can be raised by Councillors and Members of the Public for discussion and referral onto Agenda of next meeting.

a) Cllr Aksut confirmed she has circulated information to the other Councillors following the webinar she attended on the Climate Emergency. She also commented on the increase in local bonfires recently, as a result of the local waste and recycling centre being closed. She noted that a number of these fires appeared to be burning plastics and other man-made materials illegally and asked for this matter to be publicised.

b) Concerns were raised about new building work which appeared to have been carried out recently at properties in the Parish. **Action: The matter will be placed on the agenda for the next meeting under 'Planning Enforcement'.**

14. Date of next meeting: Monday 18th May 2020 at 7.30pm. To be held remotely or at the Mechanics Institute, Kirkby Malzeard, if permissible. Any items to go on the Agenda for the meeting should be submitted to the Clerk by 8th May 2020 please.

The meeting ended at 9.05pm.

Dated 30/04/2020

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