

KIRKBY MALZEARD, LAVERTON AND DALLOWGILL PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING on Monday 29th June 2020 held remotely

The meeting commenced at 7.30pm. Councillors Pippa Manson (Chair), Peter Saxon (Vice-Chair), Geoffrey Berry, Jane Aksut, Howard Mountain, Geoff Lobley and Alan Brownlee, together with the Clerk, took part in the video conference with County Cllr Margaret Atkinson.

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.

1. Welcome. Apologies for absence from Councillors – approve reason why unable to take part. All Parish Councillors present. All present confirmed they understood the procedure at remote meetings.

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

3. Approve the Minutes of the Annual Parish Council meeting held on 27th May 2020 and the Extraordinary Parish Council meeting on 8th June 2020. The minutes were approved as a true record and will be signed as such by the Chair.

Action: Chair to sign copy of approved Minutes and post to Clerk.

4. Correspondence – any urgent items will be raised by the Clerk for consideration and action.

- a) Church Commissioners for England – Update on St Peter's, Dallowgill. The sale of St Peter's to the party who wished to use it as a Children's Nursery has fallen through. The Church Commissioner for England has advised that consent to turn St Peter's into a residential dwelling will now be sought.
- b) Delta Academies Trust – Update on Dallowgill Outdoor Centre. Contractors are now on site and hope to have completed the renovations by the end of the year.

Signed _____

Date _____

- c) The Planning Inspectorate – Path No. 15.70/54 Arrowfield, Kirkby Malzeard Modification Order 2019. The Council have been advised that there will be a Public Inquiry sometime between November and March.
- d) Neighbourhood Police – Localised Police Report – information noted.
- e) North Yorkshire Police, Fire & Crime Commissioner - AJ1 Project Road Safety Fund. The Council have been advised that there is a fund available which will provide grants for road safety projects. Cllrs Aksut and Berry to look into applying for a grant to extend the 20mph zone in Kirkby Malzeard.

Action: Cllrs Berry and Aksut to present proposals at the next meeting.

5. Urgent updates from County and District Councillors if present. County Cllr Atkinson gave the Council an update on County Council matters. The Library in Ripon will be reopening on the 6th July, but only via an appointment system. Support is being provided to local cafes and bars when they reopen, by allowing the use of the highways as outdoor seating areas, this may result in local road closures. Support is also being provided to local schools in order to get all children back into the classroom in September. There are 600 businesses registered on the Buy Local Scheme, which is proving to be successful, it is hoped that this will continue once the Pandemic is over. The County still has 24,700 shielding residents. It is hoped that the new Swimming Pool in Ripon will be finished in late 2021, after this both Knaresborough Pool and Harrogate Hydro will undergo improvements.

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

None

7. Planning - Neighbourhood Plan – Report on Steering Group meeting held on June 10th 2020. Cllr Mountain provided the Council with an update on the Neighbourhood Plan. He advised that it had been agreed at the meeting on June 10th that a grant of £4000 would be applied for. The Public Consultation document is now ready to be printed and then distributed. The next meeting has been scheduled for the beginning of August.

8. Planning – Enforcement issues. Consider any possible breaches of planning consents, conditions or regulations currently existing within the Parish. Any matters raised by Councillors or Public will be referred to the Planning Enforcement Office at HBC for consideration.

Cllr Mountain updated the Council on all current enforcement cases within the Parish. It was agreed that the Council will continue to monitor these and seek an update from the Enforcement Officer in September.

Signed _____

Date _____

9. Governance Documents for 2020 onwards – In accordance with Standing Order 26b consider and approve the adoption of the following revised documents:

- a) Code of Conduct was approved and adopted.
- b) Standing Orders (including Complaints procedure, Freedom of Information and Data Protection procedures and policy re Press/Media) was approved and adopted.
- c) Financial Regulations was approved and adopted.
- d) Risk Assessments Register incorporating separate Risk Assessment for Play Area was approved and adopted.
- e) Publication Scheme was approved and adopted.

Action: Cllr Mountain to update documents and publish on website

10. Children's Play Area.

- a) Cllr Brownlee has been inspecting the play area weekly with no urgent issues noted.
- b) Cllr Saxon presented an analysis of the questionnaire responses and a document detailing the requirements of improvements for the Play Area. It was agreed that this document will be sent to 3 different contractors for them to provide the Council with a quote.

Action: Council to review quotes at the next meeting.

- c) Cllr Aksut will advertise the reopening of the Play Area via the website and Facebook. Cllr Aksut will put up signs which offers advice on safely using the Play Area. DTMS inspected the Play Area on 26.06.20. Clerk will chase up the report to ensure there are no urgent issues.

Action: Cllr Aksut to put up safety sign. Clerk to get inspection report from DTMS.

11. Proposed arrangements for the Parish Council

The council agreed to the sharing of responsibilities. Each Councillor has assumed responsibility for a number of tasks, the Councillors will take the lead on these tasks and provide updates to the Council when required. It was agreed that any correspondence regarding the Henry Jenkins should be sent to the clerk, who will then distribute it to all Councillors.

12. Community Helper Scheme – The Community Helper Scheme will continue to run for the present but it is expected that gradually people will not require the same level of help.

13. Kirkby Malzeard Charity Trust – Cllr Berry has not received a satisfactory response from the trustees to his request for funding for the Community Helper Scheme. He has written to the Clerk of the Charity Trust to express his disappointment; he has asked for a response within 1 week or he will be making a formal complaint to the Charity Commission. The funds requested are still required as a contingency for the winter period. Cllr Saxon expressed an interest in joining the Charity Trust as a public trustee.

Action: Cllr Berry to update the council at the next meeting.

Signed _____

Date _____

14. Waste bins in Kirkby Malzeard – The Council are still waiting to hear from HBC regarding the cost of supplying and emptying an extra bin. The Council will request the bin previously sited outside the Chip Shop, which had been moved by HBC, be moved to a new location. Proposed sites for the new bin and the bin from outside the Chip Shop include the Playing Field and Galphay Road side of Back Lane South.

Action: Chair to email HBC re these matters.

15. Code of Conduct for Local Councils – The Council will make a response to the consultation by the Local Government Association on a new code of conduct for local councils.

Action: Cllr Mountain to respond on behalf of the Council.

16. Website – The community website currently has 130 registered users. It is currently run at no charge by a local resident. In the future it is suggested that the Community Association, once in place, might take over the hosting costs and could charge a small fee to businesses advertising on the website.

17. Grass verges – There have been delays to the Parish Council’s contractor’s cutting of verges due to illness. This should be rectified in the next couple of weeks. HBC have not been regularly cutting all the grass that they manage due the current pandemic. Some residents have been cutting the verges themselves. There have been both concerns and praise for the new wild flower verges in the Village. Cllr Manson has also received an expression of concern from a resident that wild garlic growing in her garden may spread down the village. It was decided that the Council will monitor this issue.

18. Trees – Cllr Mountain updated the Council. Wards have advised that some trees in Lambert’s Quarry have ash dieback and may need to be felled as well as a small Rowan tree at the bottom of Ringbeck Road. It is necessary to establish ownership of some trees on one of the boundaries of Lambert’s Quarry. It was agreed that the required felling would be reassessed in the Autumn when the budgetary implications would also be considered.

Action: Cllr Mountain is confirming the ownership of the boundary.

19. Property Assets - Consider monthly condition reports from Councillors.

Asset	Inspected by	Date	Comment
Pinfold	Cllr Aksut Cllr Mountain	28/06/20	Cllr Mountain offered to meet Cllr Aksut at the Pinfold to consider her concerns.
Market Cross	Cllr Berry	28/06/20	No urgent work required
Greygarth Monument	Cllr Lobley	28/06/20	No urgent work required
Lamberts Quarry	Cllr Mountain	28/06/20	No urgent work required

Signed _____

Date _____

Laverton Quarry	Cllr Mountain	28/06/20	No urgent work required
Bus Shelter	Cllr Berry	28/06/20	No urgent work required

20. Highways issues.

- a) There were no new updates on existing cases
- b) Cllr Saxon was thanked for his analysis of the results from the data loggers. It was determined that many of the relatively small number of incidents of speeding are often people leaving the village in the morning and returning in the evening. It was decided that the results from the data loggers will be made public via the website to try and encourage the residents to slow down.

Action: Cllr Saxon to place an article on the website.

- c) There were no new items to be raised by Councillors or public.

21. Financial Items:

- a) The Bank statement showed a balance of £14,790.94
- b) Cash Book. Reconciliation with bank statement noted by Council.
- c) The following payments (including VAT where applicable) were approved.

Payee	Amount	Item Paid For
Morgan Estates	£380.00	Grass Cutting May
Morgan Estates	£380.00	Grass Cutting June
Clerk Reimbursement	£3.49	Printer Ink
Clerk Reimbursement	£7.80	Stamps
Clerk Payment	£30.48	Extraordinary Meeting Payment
Cllr Brownlee Reimbursement	£28.78	Zoom fees for May and June
Yorkshire Ambulance Service	£76.74 *	Replacement Defibrillator Pads

* This is an updated amount from the payment that was approved at the meeting on 08/06/20 item 10a. This is due to the YAS sending an outdated price list in the 1st instance.

22. 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.

23. Any Other Business. None

Signed _____

Date _____

24. Date of next monthly meeting: The next monthly meeting is to be held remotely (or at the Mechanics Institute, Kirkby Malzeard, if permissible) on 27th July, 2020 starting at 7.30pm. Any items to go on the Agenda should be submitted to the Clerk by 17th July 2020 please.

Dated 06/07/2020

PARISH CLERK: Victoria Preston, 17 Cypress Gardens, Ripon, HG4 2LT (Postal enquiries only) Tel: 07725801675 Email: clerk.kmldpc@outlook.com Agenda, along with General Privacy Notice, also available on the Parish Council website: www.kirkbymalzeardarea.org.uk Facebook: @kmldpc

Signed _____

Date _____