

# KIRKBY MALZEARD, LAVERTON AND DALLOWGILL PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING on Monday 18<sup>th</sup> May 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. 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.

**1. Welcome. Apologies for absence from Councillors – approve reason why unable to take part.** All Parish Councillors present. A brief summary of the procedure at remote meetings was read out by the Chair.

### **2. Declarations of Disclosable Pecuniary Interest, Other Interests or Close Association**

The Chair declared a 'Close Association' in relation to item 7a.

### **3. Approve the Minutes of the Parish Council meeting held on 27<sup>th</sup> April 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.**

**4. Correspondence – any urgent items will be raised by the Clerk for consideration and action.** None

### **5. Community Helper scheme**

a) Cllr Aksut reported that the community helper scheme was still working well. In addition to the 'buddies' system, the Council is also trying to secure some free treats from a local supermarket for the elderly residents who are shielding, and some sports packs from Nidderdale Plus for the children. A delivery slot for a local bread delivery company has been arranged and they are also in close contact with the Ripon Community Helper Group. The Council wish to

thank Cllr Aksut for all the hard work that she has put into making the Community Helper Scheme such a success.

b) Cllr Berry informed the Council that on behalf of himself and Cllr Lobley (being the other Council nominated Trustee), he had eventually managed to obtain a response from the Secretary of the Kirkby Malzeard Charity Trust about obtaining funding for those facing financial hardship in Kirkby Malzeard and Laverton Parishes, as a result of the coronavirus epidemic. The Secretary's advice had been to raise the matter with other Trustees which he had attempted to do, but had then only been able to receive responses from two out of the remaining eight. At this point he was not therefore in a position to access any funding and expressed concerns about the inadequacy of communications within the Trust and also about its management generally. **Action: Following discussion by the Council it was agreed that Cllr Berry should raise his concerns with the Charity Commission unless immediate improvements were made.**

c) Cllr Aksut has arranged a £400 float from Nidderdale Plus to be used to help residents who are struggling to access cash funds. Nidderdale Plus have confirmed that the float would be underwritten by NYCC and the Parish Council would not be liable if for any reason they were not ultimately repaid. It is not anticipated that many people will require loans but it was felt that this arrangement would provide assurance for everyone involved. It was agreed that loans up to the value of £50 can be made, being payable via a cheque from the Clerk, signed by two Councillors in the usual way.

## **6. 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.

NYCC – Out of 20 recycling centres, 14 are currently open, with a further 5 due to open this week including the Ripon site. There have been 194 COVID-19 deaths in North Yorkshire and an extra sum of approximately £60 million has been spent by NYCC as a result of the pandemic. NYCC are currently developing strategies to keep children safe when they return to school.

HBC – A COVID-19 testing station has been set up at the Hydro which is being run by the military. The Nightingale hospital has been mothballed. There are still no site visits taking place from the planning department with staff still working from home

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

a) 20/01201/FUL – Laverton Woods, Laverton – Extension of domestic curtilage and formation of private domestic tennis court – Abrahams **Decision A – The Parish Council has no objections.**

b) 20/00913/FUL – High Pastures, Laverton Road, Kirkby Malzeard – Extension of Existing Stable Block / Barn to provide Implement Shed – Bain **Decision A – The Parish Council has no objections.**

## Action – Clerk to submit responses to HBC.

**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.

No cases currently require referral to HBC but concerns remain in respect of one property and further investigation is to be carried out before the next meeting in June.

## 9. Internal Audit 2019-20.

The Clerk reported that the Audit had now been completed with no issues raised. The Councillors had all received a copy of the accompanying ‘best practice’ notes, the main recommendation of which was that the Council should finish registering for on line banking as soon as possible. All relevant documents will be formally considered for approval at Annual Parish Council Meeting.

## 10. Parish Council Insurance Policy.

The Councillors had all received an overall ‘review’ of the policy arrangements and the updated ‘Schedule of Assets for Insurance Purposes’ in advance of approval at the Annual meeting. There were no requests for additional information. It was confirmed that Council equipment stored at the home addresses of the Clerk and Chair were covered under the Parish Council insurance.

## 11. Litter / Dog waste Bins.

The dog waste issue in the village was discussed. It was agreed that Cllr Manson will source some more stickers for the bins, informing people that dog waste can be placed in all bins. It was also agreed that the Chair will enquire about the cost of purchasing new bins and what the cost of emptying by HBC would be. Suggested sites for the new bins were discussed but no decision was made. The requirement for a larger bin at the Play Area was also noted, and Cllr Saxon will make enquires about the disappearance of the bin outside Kirkby Fisheries. **Action: Cllrs to make enquiries and report back to the June meeting.**

## 12. Council Property Assets

a) Consider monthly reports on condition of assets from Councillors.

Asset	Inspected by	Date	Comment
Pinfold	Cllr Aksut	18.05.20	Some damage to pointing noted. <b>Action: Chair to provide a 2<sup>nd</sup> opinion</b>
Market Cross	Cllr Berry	18.05.20	No urgent work required
Greygarth Monument	Cllr Lobley	18.05.20	No urgent work required although it was noted that the

			stile is a little unstable. <b>Action: Cllr Lobley to investigate</b>
Lamberts Quarry	Cllr Mountain	18.05.20	No urgent work required
Laverton Quarry	Cllr Mountain	18.05.20	No urgent work required
Bus Shelter	Cllr Berry	18.05.20	No urgent work required

### 13. Children's Play Area.

- a) Cllr Brownlee has been inspecting the play area weekly with no urgent issues noted.
- b) A questionnaire on the proposed improvements of the play area was agreed and Cllr Saxon will transfer it to a Google Form. It will be available via the website and Facebook, for residents to complete.
- c) A draft Risk Assessment was considered prior to the Annual Parish Council meeting. **Action: Cllr Brownlee to check the suggested age ranges of each item of play equipment.**

**14. DTMS Task List** – It was agreed that DTMS will be asked to complete a quarterly inspection of the Play Area rather than a Monthly inspection. The Council will continue to inspect weekly.

### 15. Highways issues.

- a) Update on existing cases and review of recent work undertaken by NYCC Highways.  
Church Bank – NYCC are still gathering the quotes and information required – the projected date of re-opening has been extended to September.  
Thieves Gill Corner, Azerley – Arrows on the road indicate potential work starting to remove silt on road.  
Pothole repairs undertaken on Back Lane North, Longswales Lane, and road to South of Laverton.
- b) Any new items to be raised by Councillors or public:  
Main Street at the junction with Long Swales Lane– reports of uneven road surface.  
Unevenness to Main Street opposite the entrance to the Green.

### 16. Financial Items:

- a) The Bank statement was not available due to early meeting date. **Action: Clerk to scan and email to Councillors once it has been received.**
- b) Cash Book. Will be reconciled when the bank statement has been received **Action: Clerk to reconcile and email to Councillors once the bank statement has been received.**
- c) The following payments (including VAT where applicable) were approved.

Payee	Amount	Item Paid For
Groundwork UK	£1022.00	Refund of unused NP grant 2019-20
Clerk Reimbursement	£3.49	Printer Ink

**17. 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.

**18. 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) Speeding vehicles on Main Street, Kirkby Malzeard – the creation of a Community Speed Watch scheme was discussed, as was bringing forward the installation of Data Loggers. **Action: Both matters will be included for decisions on the agenda for the Annual Meeting on May 27<sup>th</sup>.**

b) The Council were concerned to hear of the Buzzard that had recently been illegally shot in the Parish and wished to add to the condemnation of such activities.

c) Nextdoor App – this has been publicised locally but the Council wish to clarify that it has no affiliation to this and uses its own website and Facebook page.

d) Possible illegal drug use around the Highside Pavilion Car Park was discussed. Anyone with information should contact Crime Stoppers on 0800 555 111.

**19. Date of next monthly meeting:** The next monthly meeting is to be held remotely (or at the Mechanics Institute, Kirkby Malzeard, if permissible) on 29<sup>th</sup> June, 2020 starting at 7.30pm. Any items to go on the Agenda should be submitted to the Clerk by 19<sup>th</sup> June 2020 please.

**NOTE:** The Annual Parish Council Meeting will take place remotely on Wednesday 27<sup>th</sup> May 2020 from 7.30pm.

The meeting ended at 9.20pm.

Dated 26/05/2020

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