

Minutes of an Ordinary Meeting of the Parish Council held on Thursday 18th
November 2021 at 7.30pm held at Warsill Village Hall

The Public Participation Session was not utilised.

(2021 – 142) Present were Cllr. Carolyn Sandford (Chair), Cllr. Nick Tither & Cllr. Julia Fulford.

(2021 – 143) Also present were David Taylor, Clerk, Cllr Michael Harrison (NYCC) and no members of the public.

(2021 – 144) Apologies were received from Cllr. Paul Steer and Cllr. Tom Shepherd.

(2021 – 145) There were no **Declarations of Interest** and so no **dispensations** were required.

(2021 – 146) It was **resolved** that the minutes of the meeting held on 7th October 2021, having been circulated for consideration beforehand were true and correct records. The Chair was authorised to sign them accordingly.

Reports:

(2021 – 147) Cllr Harrison **reported** on the following from North Yorkshire County Council:-

- a) Regarding the impending local government reorganisation, there will be an overlapping handover starting in May 2022. The new authority will consist of 90 seats. Elections will be held in May 2022 for an initial 5year term, there after the terms will be 4 years.
- b) These elections will be for Parish Councils as well. No extra duties will be forced upon Parish Councils as a result of the Unitary Authority.
- c) Harrogate may be "Parished". This will make it a local authority in the same way that the City of Ripon presently is.
- d) A new contractor has been appointed to clean blocked gullies in the county. The machines they deploy a high pressure water jet to flush out blocked pipework.

(2021 – 148) Cllr Harrison **reported** on the following from Harrogate Borough Council:-

- a) Covid figure are running high in the HBC area relative to the rest of the country.
- b) The covid pandemic is affecting HBC service delivery due the positive test results. In particular the care and education sectors are hit hard.

(2021 – 149) The Clerk **reported** that:-

- a) Parish Council Website progress; HBC & AONB have been notified of new address.
- b) The Ripon Community Policing team have asked for future meeting dates and offered for a PCSO to attend a meeting in the future.
- c) Future dates of Parish Council meetings were given for approval. A dates chart was circulated.
- d) Re: Correspondence was received by Email from NYCC regarding Cishole Wood Bridleway Bridge. This was concerning a bridge that had been surveyed by a CC engineer and found to be safe.
- e) The purchase of a noticeboard for the Warsill Village Hall is underway.
- f) Permission has been granted to use the power supply from the lamp standard on Sunny Bank for a community defibrator in Shaw Mills. £500.00 has been pledged

from Cllr. Harrison's Community fund. The Clerk is awaiting final permission to site unit on the lamp post,

(2021 – 150) There was no report from Ripon & Pateley Bridge Neighbourhood Policing Team.

(2021 – 151) It was **resolved** that Cllr. Sandford shall speak with Mr Kirby regarding the siting of the defibrillator unit his farm in Bishop Thornton and perhaps a plaque to recognise his generosity. When ideas / plans in this regard have been formulated the Parish Council can resolve to celebrate the installation of all (3) units in the Civil Parish area. Any "thank you" messages should include the Knaresborough Lions and Cllr. Harrison.

(2021 – 152) It was **resolved** to provide a defibrillator unit at Warsill. The Clerk thought that as this was an unbudgeted item of expenditure, it would be best to time this to happen in early April 2022 in order that the cost could be met from the budget for 2022-2023.

(2021 – 153) It was reported that solid progress has been made regarding road conditions and traffic calming in Shaw Mills and Bishop Thornton. Hitherto blocked road gullies have been jetted and cleaned out. This should help reduce ice building up on roads in the coming winter. Areas of roadways requiring repairs have been marked out. The Parish Council is not privy to the work schedules but progress looks promising.

(2021 – 154) The Clerk reported that having enquired with the NYCC PROW officer and with the HBC burial grounds department:-

- a) It is the responsibility of the landowner across whose land the footpath passes to maintain fences and stile, gates etc.
- b) There has been no substantive reply from HBC regarding the burial site of which they are custodians.
- c) The Clerk is unclear as to who actually owns the land and therefore who is responsible for repairing the fence and gate in question.
- d) Finding out who the exact parties are could take a considerable time and in the meantime the site is still not stockproof.
- e) If the repairs are carried out using materials not in keeping with the site – wooden post and rail fences – this may damage the historical amenity of the site.

With the above in mind, therefore, was resolved the Clerk shall obtain a quote to repair the fence and gate with a view to having the repair carried out and recouping the money from the landowner in the future.

(2021 – 155) It was resolved that the Clerk shall draft a policy for the Parish Council regarding Public Participation Sessions at meeting and submit it to the next meeting. When approved this notice can be posted on the website and displayed prominently at meetings.

(2021 – 156) It was resolved that the Clerk shall draft a policy for the Parish Council regarding Contingency Arrangements in the event of Clerks incapacity.

(2021 – 157) It was resolved that Cllr. Tither shall write to NYCC stating the Parish Council's support of the "20s Plenty" campaign. (<https://www.20splenty.org>)

The following Correspondence was received:

(2020 – 158) via email Invitation to PTC Briefings December 2021 re new unitary council for North Yorkshire. **Duly noted.**

(2020 – 159) via email 12.10.2021. Introduction to the Town and Country Planning

(2021 - 160) At the request of the Parish Council the "Plant a tree for the Jubilee" plans were being progressed by Mrs Hartshorn. HBC Housing had confirmed that they were content for planting of hedging along the left-hand boundary. They had agreed to maintain it, subject to conditions.

Financial Matters:

(2021 – 161) The Clerk invited any items that Councillors wished to be included in the forthcoming budget either at the meeting or be sent to him via email.

(2021 – 163) A replacement bench was required in Shaw Mills and it was suggested that this could be of the recycled plastic type – the Clerk is to cost and include in the budget.

(2021 – 164) The accounts for payment as listed on "Appendix A", below, were approved for payment.

(2021 – 165) A Bank Reconciliation to the period 18th November 2021 (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.

(2021 – 166) A Spending v Budget report to the period 18th November 2021 was received and approved by the Council. The Chairman signed it accordingly.

Planning applications:

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.

(2021 – 167) Decision Notice Planning Decision Notice. 21-03802-FUL. Proposed attached side garage-store. Lavender House, Colber Lane, Bishop Thornton. Mr & Mrs Leeming-Sykes – **Granted Subject to conditions – noted.**

Planning Applications:

(2021 – 168) Planning Application Planning Application 21-04735-FUL Additional safari tent to existing glamping site, Little North Field Glamping, Fountains Abbey Road, Bishop Thornton. Mr Tim Wray. **It was resolved to return Option A** (see chart below)

(2021 – 169) Planning Application 21-04195-PBR. Conversion of redundant agricultural shed Greenhill Farm Bishop Thornton Mr and Mrs Kellett. **It was resolved to return Option A** (see chart below)

(2021 – 170) 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.

(2021 – 171) The Clerk is to enquire with the Chequers Inn and find out if we could hold a meeting there in January.

(2021 – 172) It was confirmed that the next regular meeting of the Parish Council would be an ordinary meeting on Thursday 20th January 2022 at 7.30pm.

(2021 – 173) It was **resolved** to approve the schedule of meetings which appears at "Appendix D", below.

(2021 – 174) The meeting closed at 9.10pm.

These minutes were recorded and prepared by the Clerk to the Bishop Thornton, Shaw Mills & Warsill Parish Council, David Taylor.

Signed as a true record by Cllr Carolyn Sandford, Chair.

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 Bishop Thornton, Shaw Mills & Warsill Parish Council.

At the Regular Meeting of the Bishop Thornton, Shaw Mills & Warsill Parish Council held on **20th January 2022** 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. Thornfield, 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.

- a. Clerks Salary
- b. PAYE - Clerk
- c. Standing Office Expenses
- d. The Parish Notice Board Company - Deposit
- e. YLCA – training session.

Appendix "B" – Bank Reconciliation as at 18th November 2021 Including all payments (up to and over £100.00)

Barclays - *****534	£	8,824.46
Less Acs Outstanding - See Shed '1'	£	777.03
Sub Total	£	8,047.43
		£ 8,047.43

Cash Book - 7th October 2021

Barclays - *****534	£	9,895.57
Add receipts - See Shed '3'	£	-
Sub Total	£	9,895.57
Subtract payments - See Shed '2'	£	1,071.11
	£	8,824.46
Subtract A/cs Outstanding - Shed "1"	£	777.03
Current State		£ 8,047.43

Shed 1

YLCA	Training		£	7.50
Signs of Cheshire	Warsill Notice Board		£	267.90
DN Taylor	StOfEx - October 2021		£	28.20
DN Taylor	Clerk Salary - October		£	425.23
HMRC	Clerks PAYE		£	48.20
Total			£	777.03

Shed 2

Signs of Cheshire	Warsill Notice Board	05.08.2021	£	200.00
DN Taylor	Clerk Salary - Sept 2021	05.08.2021	£	421.23
DN Taylor	Website build	14.10.2021	£	300.00
HMRC	Clerks PAYE	14.10.2021	£	48.20
DN Taylor	Out of Pocket	14.10.2021	£	42.37
Yorkshire Acs Ripon	Payroll Services	14.10.2021	£	36.00
DN Taylor	StOfEx Sept	14.10.2021	£	23.31
Total			£	1,071.11

Shed 3

Total	£	-
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Appendix "C" – Schedule of Forthcoming Meetings of Bishop Thornton, Shaw Mills & Warsill Parish Council:

Thursday January 20 th 2022	Ordinary Meeting of Bishop Thornton Shaw Mills & Warsill Parish Council.
Thursday March 17 th 2022	Ordinary Meeting of Bishop Thornton Shaw Mills & Warsill Parish Council.
Thursday May 19 th 2022	Annual Meeting and Ordinary Meeting of Bishop Thornton Shaw Mills & Warsill Parish Council. Annual Village meetings of Bishop Thornton Shaw Mills & Warsill villages.
Thursday July 21 th 2022	Ordinary Meeting of Bishop Thornton Shaw Mills & Warsill Parish Council.
Thursday September 22 th 2022	Ordinary Meeting of Bishop Thornton Shaw Mills & Warsill Parish Council.
Thursday November 17 th 2022	Ordinary Meeting of Bishop Thornton Shaw Mills & Warsill Parish Council.

All meetings that are held at Warsill Parish Room on the 3rd Thursday 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.

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 on