

Bishop Thornton and Warshill Parish Council

Clerk: David Taylor
Thornfield, 57, Whitcliffe Lane, Ripon, North Yorkshire, HG4 2LB
Email:
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Minutes of the Regular Meeting of the Parish Council held on Thursday 13th December 2018 at 7.30pm Bishop Thornton CE Primary School

(2018 – 00) **Present** were Cllr Tom Shepherd (Chairman), Cllr Paul Steer (Vice Chairman), Cllr Margret Atkinson.

(2018 – 01) Also present were David Taylor and another member of the public.

(2018 – 02) The meeting was quorate with three voting members.

(2018 – 03) No **Apologies** were received.

(2018 – 04) No **Declarations of Interest were received.**

(2018 – 05) There were **no minutes** of previous meetings available to be approved.

(2018 – 06) The meeting commenced with all present introducing themselves, Cllr Margaret Atkinson introduced David Taylor to the meeting as a person currently carrying out duties as Clerk to 4 other parish councils.

(2018 – 07) It was established that at the last round of elections only two councillors stood for office and as a consequence there have until recently only been two councillors. Cllr Margaret Atkinson, of Harrogate Borough Council was appointed as a Parish Councillor by the HBC legal department in order to make the parish council quorate at meetings and thus allow them to re-establish the parish Council. Very sadly, during the summer the previous Clerk, Mrs J A Gant MBE, passed away and so the Council has been largely inactive for a number of months.

(2018 – 08) David Taylor told the Parish Council that he would be happy to be taken on as clerk on an interim basis with a possibility of being full time when the Council is re-established.

(2018 – 09) It was **resolved** that David Taylor should be appointed as Clerk the Parish Council.

(2018 – 010) It was resolved that the following tasks should be completed:- (*Tom Shepherd = TS, Paul Steer = PS, Margret Atkinson = MA, David Taylor = DNT, Harrogate Borough Council = HBC*)

- a. DNT is to report to Councillors with a draft procedure for the co-option of Councillors.
- b. TS & PS to begin the process of identifying/advertising for further members of the Parish Council.
- c. A draft budget should be completed for approval at the next meeting – DNT to action.
- d. An outline plan should be made drafted for the future of the Parish Council – TS & PS to action with assistance/guidance from DNT.
- e. Parish Council records and papers to collected from Mr Gant ASAP – DNT to action.
- f. Commuted Sums available to be found out from HBC – DNT to action.
- g. DNT to find out the website access passwords.
- h. DNT to find out the banking access passwords and details.
- i. DNT to contact HBC regarding delaying the precept demand for 2019 - 2020.

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MINUTES OF THE MEETING HELD ON 13.12.2018

- j. Once DNT has access to the Parish Council records and papers DNT is to identify papers for destruction, storage and current use.
- k. As matters progress DNT is to work up an action list of tasks to ensure the Parish Council operates in a compliant manner.

(2018 – 011) There was no correspondence to be considered.

(2018 – 012) Financial Matters:

- a. There were no accounts available to be considered for payment
- b. There was no bank reconciliation to be considered for approval.

(2018 – 013) There were no planning notices or applications to be considered although there was concern about rumours circulating the village regarding a housing development. Clerk to find clarification from HBC planning department.

(2018 – 014) **It was confirmed** that the next ordinary meeting of the Parish Council would be on Tuesday 5th February 7.30pm at Bishop Thornton CE Primary School.

These minutes were recorded and prepared by the Clerk to the Parish Council, David Taylor.

Signed as a true record by Cllr Tom Shepherd, Chairman

Date:

At the Regular Meeting of the Bishop Thornton Parish Council held on **5th Feb 2019** 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.