

Minutes of the Annual Meeting and an Ordinary of the Parish Council held on
Thursday 7th October 2021 at 7.30pm
Held at Warsill Parish Hall

It should be noted that chairs and tables were laid out in such a way that members of the public in attendance could see and hear the discussions taking place. This seemed to work well and was received positively by all concerned.

(2021 – 114) Present were Cllr Carolyn Sandford (Chair), Cllr Tom Shepherd, Cllr Paul Steer & Cllr Nick Tither.

(2021 – 115) Also present were David Taylor, Clerk, and 3 members of the public.

(2021 – 116) Apologies were received from Cllr Michael Harrison and Cllr Margaret Atkinson.

(2021 – 117) No **Declarations of Interest were received** and so no **Dispensations were required**.

(2020 – 118) It was **resolved** that the minutes of the meeting held on 2nd August 2021, having been circulated for consideration beforehand were true and correct records. The Chair was authorised to sign them accordingly.

(2021 – 119) The **resignation** from the position of Parish Councillor was received from Cllr Margaret Atkinson. This was accepted by all and thanks were offered to Councillor Atkinson for her help and support in rejuvenating the Parish Council.

(2021 – 120) It was unanimously resolved that Mrs Julia Fulford should be co-opted onto the Parish Council

(2021 – 121) The Chair gave her opening remarks to the Council. She said that she was delighted to have been elected as Chair of the Council. She hoped that the Council would be an effective body for improving the locality. She hoped that meetings could be efficient – possibly taking less than 2 hours. She urged all councillors to stay on topic during meetings and to read papers thoroughly prior to meetings. Contributions should be made via the Chair. There must be a demonstrable Legal Power to everything the Parish Council does.

Reports:

(2021 – 122) Cllr Harrison was unable to attend the meeting. In his absence the Clerk read out a recent report received from Cllr Margaret Atkinson (NYCC Councillor) for another Parish Council.

Cllr Margaret Atkinson **reported** from North Yorkshire County Council that all activity seems to all be about the move to a Unitary Authority. Proposals have gone to the Government for 89 wards (at present there are 72 in North Yorkshire) with nearly all being single wards. As this is happening so quickly there is talk of North Yorkshire having the Elected Mayor election on 6th May 2022. It is also being said that all Parish Council elections will also be held on 6th Mat 2022. This election will be for a 5 year period being one year at the old term and 4 years at the new term. District Councils will cease to exist in April 2023. The County Council have just spent £2.2m on new gritter wagons in readiness for this winter. NYCC usually spend between £6m and £10m each year on road gritting and treat more roads than any other county in the British Isles.

A team of 100 are working 24/7 on the Bilsdale Transmitter to get as many people back to having television. A new transmitter will be built as soon as possible when planning permission is granted.

The Yorbus service is turning out to be a success having had over 900 passengers in August.

(2021 – 123) Cllr Atkinson was unable to attend the meeting. In his absence the Clerk read out a recent report received from her for another Parish Council.

Cllr Margaret Atkinson **reported** on the following from Harrogate Borough Council who say it is "Business as Usual". The Ripon swimming pool is on track to open before the end of the year. As staff have to be trained on the new pool there will be no facilities in Ripon for about a month. Anyone can now use the Swimming pools and Gyms without having to book.

The Harrogate Borough Council planning department are running behind with the processing of planning applications. A new system to transfer over 1 million records to a new system but it didn't help putting in a new system which they did in August and had over a million applications to transfer to the new system.

(2021 – 124) The Clerk **reported** that:-

- a. Parish Council Website progress; the website now seems to be easier to find Google search and that the site is pretty much up to date.
- b. Police report; it is not known why Police reports are not being received, the Clerk will make enquiries.
- c. Future dates structuring; it was suggested that in future meetings should be on the 1st Thursday of the following month - Jan, Mar, May, July, Sept & Nov. This was agreed to from January 2022 and a schedule of future meetings will be drawn up accordingly.
- d. Re: Maintenance of the public right of way at the Tower churchyard: a site visit was organised and the Clerk shall write to the responsible authorities accordingly.
- e. Re: Correspondence was received by Email from NYCC regarding Cishole Wood Bridleway Bridge. Further investigations shall be undertaken to find out what this is about.
- f. The purchase of a noticeboard for the Warsill Village Hall is underway.
- g. Permission has been granted to use the power supply from the lamp standard on Sunny Bank for a community defibrator in Shaw Mills.
- h. The Clerk suggested that cards explaining the rules & expected conduct for the Public Participation sessions.

(2021 – 122) Regarding the traffic problems in Shaw Mills the meeting heard that great progress had been made. Members of the NYCC highways team had attended a site meeting with Parish Councillors on 11th August. Those at the site visit noted that the majority of traffic seen did not drive to the road conditions. As a result, in the next few months, there will be 2 x 30mph repeater signs installed, the SLOW warnings will be re-written on the road. There will be rumble strips installed on the Burnt Yates side of the village and bollards will be installed on the corner of Pie Lane.

Furthermore, the meeting **resolved** that the Clerk shall investigate how a speed warning indicator could be installed on the approach roads to Shaw Mills.

(2021 – 123) The Council heard that no significant progress had been made concerning plans for a new village hall. It was **resolved** that the matter should be put in abeyance for 6 months when Cllr Steer will report back to the Parish Council.

(2021 – 124) The meeting resolved that a "Schedule of Works" for the Parish Council should consist of, for the time being:

- a. Inspection of Parish Council benches
- b. Tree Maintenance
- c. Notice Boards
- d. Defibrillators
- e. The finger post at South Lane, Warsill.

The Clerk shall find out who owns the small notice board on Sunny Bank.

(2021 – 125) The meeting considered the following Correspondence received:

- a. Letter from NYCC Highways – Respect & Protect – **noted by the meeting.**
- b. Email from YLCA - MHCLG changes name to focus on levelling up – **noted by the meeting.**
- c. Email from YLCA - Compliant Councils Hub – **the meeting was interested in the project if it could be shared between other Parish Councils.**
- d. Email – Allied Westminster Photo Competition 2021 – **noted by the meeting.**
- e. Queen's Green Canopy Initiative - Plant a Tree for the Jubilee – **Councillor Tither will confer with the Beck Group concerning this.**
- f. NALC Local nature recovery strategies – **noted by the meeting.**

(2021 – 126) The meeting considered maintenance of the public right of way at the Tower churchyard. This was prompted by sheep and lambs being in the church yard due to a broken boundary fence. The site is a closed (and therefore disused) graveyard and it is thought that responsibility for its upkeep was transferred to Harrogate Borough Council. It was **resolved** that the Clerk shall check this point and further that the Clerk shall also seek advice from the Public Rights of Way officer at NYCC.

Financial Matters:

(2021 – 127) The accounts for payment as listed on "Appendix A", below, were approved for payment.

(2021 – 128) It was resolved to pay the Clerk in respect of the website build, as resolved in a previous meeting.

(2021 – 130) 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 – 131) A Spending v Budget report to the period 18th November 2021 was received and approved by the Council.

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 – 132) Planning Decision Notice 21-03350-FUL. Proposed Single Storey Rear Extension to form Summer Room. Cattle Barn Drovers Fold Bishop Thornton.
Mr Tim Ellis.

(2021 – 133) Planning Enforcement Letter 21-00351-PRA 15. Pine Garth Bishop Thornton.
Use of farm for vehicle contracting business -

(2021 – 134) Planning Decision Notice 21-02249-FUL. Erection of agricultural shed for pig rearing. (Shed 1). Low Kettlespring Farm Kettle Spring Lane Ripley. Mr P Walmsley.

(2021 – 135) Planning Decision Notice 21-02250-FUL. Erection of agricultural shed for pig rearing. (Shed 2). Low Kettlespring Farm Kettle Spring Lane Ripley. Mr P Walmsley.

Planning Applications:

(2021 – 136) Planning Application 21-03802-FUL. Proposed attached side garage-store. Lavender House, Colber Lane Bishop Thornton. Mr and Mrs Leeming-Sykes. It was **resolved** to return **Option A**.

(2021 – 137) 21-03997FUL. Erection of agricultural workers dwelling. High Gill Moor Farm Bishop Thornton. Mr J Simpson. It was **resolved** to return **Option A**.

(2021 – 138) 21-03609-FUL. Demolition of existing single storey front and side structures etc. New solar panels etc. Hollins Garth Watergate Road Bishop Thornton. Dr K Reynard. It was **resolved** to return **Option C** with comments asking for permeable block paving to be installed.

(2021 – 139) 21-03573-FUL. Erection of first floor extension to rear to create balcony, etc. Tithe Barn Drovers Fold Bishop Thornton. Mr M Hope. It was **resolved** to return **Option A**.

(2021 – 140) It was **confirmed** that the next regular meeting of the Parish Council would be an ordinary meeting on Thursday 18th November 2021 at 7.30pm.

(2021 – 141) It was **resolved** to approve the schedule of meetings which appears at "Appendix D", below.

(2019 – 142) 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 **18th November 2021** 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. Insurance Premium
- e. Contribution to HBC re trees on Sunny Bank - £200.00
- f. Wel Medical – Bishop Thornton defib unit
- g. Website registration fee.
- h. YLCA – Books.

Appendix "B" –

Bank Reconciliation as at 7th October 2021 Including all payments (up to and over £100.00)

Barclays - *****534	£ 9,895.57
Less Acs Outstanding - See Shed '1'	£ 571.11
Sub Total	£ 9,324.46
	£ 9,324.46

Cash Book - 2nd August 2021

Barclays - *****534	£ 7,837.83
Add receipts - See Shed '3'	£ 3,450.00
Sub Total	£ 11,287.83
Subtract payments - See Shed '2'	£ 1,392.26
	£ 9,895.57
Subtract A/cs Outstanding - Shed "1"	£ 571.11
Current State	£ 9,324.46

Shed 1

Yorkshire Acs			
Ripon	Payroll Services	not paid	£ 36.00
DN Taylor	Clerk Salary - September 2021		£ 421.23
HMRC	PAYE - Clerk - September 2021		£ 48.20
DN Taylor	StOfEx - September 2021		£ 23.31
DN Taylor	Out of Pocket		£ 42.37
Total			£ 571.11

Bishop Thornton, Shaw Mills and Warsill Parish Council

Minutes – 7th October 2021

Shed 2

BHIB Ltd	Insurance Premium	05.08.2021	£	143.33
DN Taylor	Clerk Salary - July 2021	05.08.2021	£	425.23
Harrogate BC	Tree felling at Sunny Bank	05.08.2021	£	200.00
Mrs SJ Welch	Internal Audit	05.08.2021	£	50.00
HMRC	PAYE - Clerk - July 2021	05.08.2021	£	48.20
DN Taylor	StOfEx - July 2021	05.08.2021	£	25.26
YLCA	Training	09.09.2021	£	7.50
DN Taylor	StOfEx - August 2021	09.09.2021	£	23.31
HMRC	PAYE - Clerk - August	09.09.2021	£	48.20
DN Taylor	Clerk Salary - August	09.09.2021	£	421.23
Total			£	1,392.26

Shed 3

	HBC - Precept	29.09.2021	£	3,450.00
Total			£	3,450.00

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

T.B.C.

All meetings that are held at Warsill Parish Room on the 1st 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