

Bishop Thornton, Shaw Mills and Warsill Parish Council

Clerk: David Taylor

Thornfield, 57, Whitcliffe Lane, Ripon, North Yorkshire, HG4 2LB

Email: ClerkBTSMandWPC@outlook.com

Telephone: 01765 601693

Minutes of the Regular Meeting of the Parish Council held on

Tuesday 2nd June 2020 at 7.30pm

Meeting held via ZOOM

(2020 – 044) Present were Cllr Tom Shepherd (Chairman), Cllr Paul Steer, Cllr Margaret Atkinson, Cllr Carolyn Sanford & Cllr Nick Tither.

(2020 – 045) Also present were David Taylor, Clerk, 2 members of the public.

(2020 – 046) Apologies were received from Cllr Michael Harrison.

(2020 – 047) No **Declarations of Interest were received** and so **Dispensations were required.**

(2020 – 048) It was **resolved** that the minutes of the meeting held on 21st April 2020, having been circulated for consideration beforehand were true and correct records. The Chairman was authorised to sign them accordingly.

(2020 – 049) It was resolved that further enquiries should be made by the Clerk regarding funding for parish defibrillators. Councillor Harrison should be asked regarding a community fund allocation. In addition further enquiries with both Ripon and Harrogate Lions.

(2020 – 050) Cllr Tither is to made enquiries with BT Payphones as to if a defibrillator can be installed and powered in a call box owned by them.

Reports:

(2020 – 051) Cllr Atkinson **reported** on the following from North Yorkshire County Council:-

- a. The Ripon recycling site has reopened. There are 14 sites in North Yorkshire and not all are reopened. For safety reasons, NYCC are unable to reopen the Harrogate Stonefall site or any mobile HWRCs.
- b. There has been a £30m government grant so far but the Covid19 emergency will cost in excess of an estimated £60m. Social care are recruiting 500 more staff to cope with the hospital release scheme and existing staff are very stretched. There is a huge effort to contact the elderly and keep them from the adverse effects of social isolation.
- c. There are 235 care homes in North Yorkshire and 77 of them have or have had COVID19 infections.
- d. It has been reported that local residents are complying with the restrictions on visiting local beauty spots and beaches. There have been people from out of area coming to these attractions which is causing problems in that toilet facilities are closed.
- e. A programme of tar and chipping road resurfacing has been started in order to extend the life of road surfaces in the County.
- f. Feedback is that North Yorkshire
- g. The County Council AGM has been postponed and there are no elections this year.
- h. NYCC is beginning the latest phase of expansion of its Superfast North Yorkshire project, which has in Phases 1, 2 and 3 already brought high-quality broadband to more than 180,000 homes and businesses throughout the county. The process

of choosing a suitable broadband service provider for Phase 4 of the project is now under way.

(2020 – 052) Cllr Margaret Atkinson **reported** on the following from Harrogate Borough Council:-

- a. Harrogate District Hospital Intensive care unit is 'quiet' at the moment and the Nightingale Hospital is about to be mothballed.
- b. The AGM has been cancelled.
- c. Staff are still largely working from home.
- d. The virus testing unit at the Hydro is being operated by the MoD and is operational.
- e. Business support grants have been paid out to the value of £45m
- f. Refuse collection staff have been especially busy, they are collecting far more waste than usual, and staff have been. Voluntarily redeployed from Leisure Services on the collection rounds.
- g. The Hardship Fund applications have been busier than usual.

(2020 – 053) The Clerk presented the report on progress so far with the Parish Council website build.

- a. It was **resolved** to start the build with a HugoFox Bronze package.
- b. The Clerk is ensure that data storage space is adequate and managed efficiently.
- c. The reported that the site was capable of incorporating social media channels but that he would not be willing to take these facilities up at this stage.
- d. It was **resolved** to approve the use of the domain name procured by the Clerk; bishophorntonshawmillsandwarsillparishcouncil.org.uk.
- e. The Chairman reported that the old website domain was due to be renewed and that the decision had been taken not to take on that responsibility. Further it was resolved that the information hosted on the site was not required by the Parish Council as the original sores material was with the existing Parish Council records

(2020 – 054) It was **resolved** that the Clerk should contact the NYCC Education Department with regard to removing the signage outside of both the former Church Of England Primary School and St. Joseph's Catholic Primary School both on Colber Lane, Bishop Thornton. Concern was expressed that should the signs be removed then the 20mph speed limit could be relaxed to 30mph. The Clerk is to check the position on this.

(2020 – 055) It was resolved that more information should be found out about past progress towards securing a village hall for the civil parish.

- a. It is known that a charity for the purpose was registered and that a sum of money is on deposit – whereabouts unknown.
- b. The Roman Catholic Diocese of Leeds should be approached regarding a possible use of the former school.
- c. The matter is to be further discussed at the next meeting.

(2020 – 056) It was **resolved** that the Clerk, having clarified the exact details of the path in question, shall inform the NYCC footpaths teams of an obstructed gate on a public footpath, as reported.

(2020 – 057) It was **resolved** that a survey should be carried out of local footpaths and bridal ways to ensure that way marks are in place.

(2020 – 058) It was **resolved** that there should be a list of public seating benches that are the responsibility of the Parish Council. These benches shall be added to the PC asset register. A survey of their condition shall be made and repairs carried out accordingly.

(2020 – 059) The Clerk **requested** Councillors to consider alternative arrangements for meeting venues in the event that the former St Joseph’s Catholic School became unavailable. The meeting was reminded that the Parish Council used to meet at Warsill Parish Hall at times of the year when the weather was clement.

(2020 – 060) It was **resolved** that the Clerk shall approach whoever is responsible for Warsill Village Hall and offer to have the notice board repaired at Parish Council expense.

(2020 – 061) The following Correspondence was **received and considered**

- a. The Ripon & Pateley Bridge Neighbourhood Policing Report that stated there had been no reported incidents in the area since 31st March.
- b. A notice from NYCC detailing arrangements for the reopening of Household waste re-cycling centres. (more information available at <https://www.northyorks.gov.uk/household-waste-recycling-centres>.)

Financial Matters:

(2020 – 062) It was **resolved** to appoint Mrs Susan Welch to be the Parish Council Internal Auditor for the financial year 2019-2020.

(2020 – 063) The accounts for payment as listed on “**Appendix A**”, below, were approved for payment. It was **resolved** to approve payment of these accounts:

(2020 – 064) It was **resolved** to approve for the Chairman to sign the bank reconciliation to the period 1st June 2020. This appears at “**Appendix B**”, below.

(2020 – 065) It was **resolved** to approve for the Chairman to sign the spending v budget report for the current year to 1st June 2020 This appears at “**Appendix C**”, below.

Planning Matters:

(2020 – 066) the following Planning applications were considered:-

- a. 20-01697-FUL - Erection of general-purpose agricultural building, Moorside, Fountains Road, Ripley HG3 3JL. Swales. It was **resolved** to return **Option C** (The Parish Council does not object to or support the application but wishes to make comments or seek safeguards set out overleaf). Those comments being that there does not appear to be any means of disposal of effluent from the proposed building, should this be required then this matter should be addressed.
- b. 20-01346-FUL Change of use of floorspace from B1 (business) use to a flexible D1 (non-residential institutions)/ B1 use. The Pines Oakwood Park Business Centre Fountains Road Bishop Thornton. Mallappa & Karuna Kolar. It was **resolved** to return **Option C** (The Parish Council does not object to or support the application but wishes to make comments or seek safeguards set out overleaf). Those comments being that concern was expressed that since the intended use was as a medical facility there should be adequate access and egress facilities for emergency vehicles.

(2020 – 067) The following items were received to be considered at the next meeting.

- a. To discuss and decide further actions for a Bishop Thornton / Shaw Mills Village Hall.

Bishop Thornton, Shaw Mills and Warsill Parish Council

Minutes - 02.06.2020

b. To further discuss the provision of parish defibrillators.

(2020 – 068) It was confirmed that the date of the meeting shall be next **Tuesday 4th August 2020** which will be the Annual Meeting of the Parish Council. The time will be 7.30pm and the venue is to be confirmed.

(2020 – 069) The meeting closed at 8.55pm

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 Tom Shepherd, Chairman

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 **4th August 2020** 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.

Bishop Thornton, Shaw Mills and Warsill Parish Council

Minutes - 02.06.2020

Appendix "A" – Schedule of accounts approved for payment.

- i. Clerks Salary & PAYE – May 2020
- ii. Clerks Salary & PAYE – April 2020
- iii. Standing Office and Out of Pocket Expenses May 2020
- iv. Standing Office and Out of Pocket Expenses April 2020
- v. SLCC – Membership
- vi. Yorkshire Accountants Ripon – Payroll Management fees

Appendix "B" – Bank Reconciliation as at 2 June 2020 Including all payments (up to and over £100.00)

Barclays - *****534			£ 9,288.80
Less Acs Outstanding - See Shed '1'	£	299.74	
Sub Total			£ 8,989.06

Cash Book - 20 April 2020

Barclays - *****534			7039.54
Add receipts - See Shed '3'	£	2,800.00	£ -
Sub Total			£ 9,839.54
Subtract payments - See Shed '2'	£	550.74	
			£ 9,288.80

Subtract A/cs Outstanding - Shed "1" £ 299.74

Current State

£ 8,989.06

Shed 1

DN Taylor	Clerk Salary	£	231.52	
	Standing Office			
	Exp-May	£	8.40	
	Standing Office			
	Exp-May	£	17.82	
SLCC	Membership	£	42.00	

Total **£ 299.74**

Shed 2

Standing Office Expences	£	15.72		
Yorkshire Accountants Ripon	£	36.00		
Fitting Notice Boards - Materials	£	57.50		
YLCA Membership	£	214.00		
Clerk Salary - April	£	227.52		
Total	£	550.74		

Shed 3

	Precept - 1st			
Harrogate BC	Instalment	£	2,800.00	
		£	-	
		£	2,800.00	

Appendix "C" - Spending v Budget report for the current year to 2 June 2020.

<u>Budgeted Expenditure</u>		<u>At 02.062020</u>
Payroll & Costs		
1 Clerk's Wages (inc. PAYE)	£2,275.00	£459.04
Office and Admin		
2 Standing Office Expenses	£240.00	£33.54
3 Admin Costs	£250.00	£8.40
4 Annual Internal Audit	£75.00	
5 Payroll bureaux costs	£144.00	£36.00
6 Insurance	£300.00	
7 Meetings Room Hire	£120.00	
Membership & Subscriptions		
8 YLCA Membership	£200.00	£214.00
9 SLCC Membership	£45.00	£42.00
Training		
10 Training	£800.00	
Parrish Maintenance		
11 Website – Build & Maintain	~	
Play Area (Repairs,	~	
12 Maintenance, Inspection etc)		
13 Village asset maintenance	£600.00	
14 Village notice boards	£500.00	£651.50
Donations		
Total Expenditure	£5,549.00	£1,444.48
 <u>Budgeted Income</u>		
1 - April 2020	£2,800.00	£2,800.00
2 2nd Precept - Sept 2020	£2,800.00	
Total Income	£5,600.00	£2,800.00

Bishop Thornton, Shaw Mills and Warsill Parish Council

Minutes - 02.06.2020

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

Tuesday June 2 nd 2020	Ordinary Meeting Council and the Annual Village Meetings of Bishop Thornton, Shaw Mills & Warsill. ZOOM Meeting
Tuesday August 4 th 2020	Ordinary Meeting and the Annual Meeting of the Parish Council
Tuesday October 6 th 2020	Ordinary Meeting
Tuesday December 1 st 2020	Ordinary Meeting
Tuesday February 2 nd 2021	Ordinary Meeting

All meetings that are held at St Josephs RC School, Bishop Thornton held on the 1st Tuesday of the month unless otherwise stated, please note this venue is subject to change and meetings may held via ZOOM.

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.

Regular Meetings will be held every other month. Extra Planning Meetings will be held where necessary.