

Minutes an Ordinary Meeting of the Parish Council held
on Thursday 20th January 2022 at 7.30pm
held at Warsill Village Hall

The public Participation Session was utilised.

Subjects discussed as a result of questions from the public were:-

- a) The Bishop Thornton Village Hall & or Recreation Ground fund Trust – raised by Tony Stobbs, the meeting heard that the trustees were minded to apply to change the terms of the trust and distribute the trust money held.
- b) Parking on Grange Close – raised by Barbara Rickard. Problems with parking were raised and discussed.

(2021/2 – 175) Present were Cllr Carolyn Sandford (Chair), Cllr Tom Shepherd, Cllr Paul Steer, Cllr Nick Tither & Cllr Julia Fulford.

(2021/2 – 176) Also present were David Taylor, Clerk, Cllr Margaret Atkinson (NYCC & HBC) and 7 members of the public.

(2021/2 – 177) No **apologies** were received.

(2021/2 – 178) It was **resolved** that the minutes of the meeting held on 18th November 2021, having been circulated for consideration beforehand were true and correct record. Cllr Sandford signed them accordingly.

Reports

(2021/2 – 179) Cllr Margaret Atkinson **Reported** from North Yorkshire County Council and Harrogate Borough Council that:-

1. 200 care workers across the county have been redeployed to other jobs due to their refusal to be vaccinated.
2. There will be a bonus for care sector workers.
3. There will be elections on 5th May 2022. These will include both Parish Councils and the new North Yorkshire Authority.
4. The North Yorkshire Authority will come into being on 5th May 2023 when both HBC and NYCC will cease to exist.
5. There is a great deal of work involved in this transition.
6. Knaresborough swimming pool is to be rebuilt.
7. Ripon swimming pool is due to open later this month.
8. The Harrogate Conference Centre is due to have substantial money spent on it in order to upgrade its facilities.
9. There will be a new fitness suite at the Harrogate Hydro.

(2021/2 – 180) The Clerk **reported** that:-

1. With regard to the Shaw Mills defibrillator, we are now able to install the unit but not on the lamp post, as originally planned.
2. The Warsill Village Hall notice board has now arrived and ready to be fitted.
3. There will two dates in the next year when the use of Warsill Village Hall for meeting s due to prior booking.

4. There was no report from the Ripon & Pateley Bridge Neighbourhood Policing Team.

The following Correspondence was considered

(2021/2 – 181) The Clerk is to finish the “draft contingency arrangement for the Clerk being incapacitated” and circulate it via email to councillors prior to the next meeting.

(2021/2 – 182) The Clerk is to finish the draft Public Participation protocol and

1. produce laminated copies to place on seats at future meetings,
2. post a copy on the website and
3. provide copies for Councillors at the next meeting.

(2021/2 – 183) It was heard that the streetlamp on Colber Lane, outside Meadow View was not working. Some members of the meeting felt that there was not enough streetlighting in Bishop Thornton generally.

(2021/2 – 184) The information regarding “How to report a streetlight that does not work” was received by the meeting. It was **resolved** to place the link to these instructions on the website.

(2021/2 – 185) it was generally considered that all ideas, enquiries and comments regarding the Parish Council should be directed

1. via the website,
2. the website contact pages,
3. the Clerks office by telephone or post.

The Clerk shall place contact information on each notice board, in the Warsill Village Hall, perhaps in Cllr Steer’s directory and in Barbara Rickards column in the Ripon Gazette/Harrogate advertiser.

(2021/2 – 186) The meeting further discussed the parking problems in Grange Close Shaw mills and noted that this was an emerging problem throughout rural North Yorkshire. Cllr Tither will speak to the parishioner who had raised the issue with him.

(2021/2 – 187) It was reported that progress with the implementation of the Shaw Mills traffic calming measures have ground to a halt. The new contact at NYCC Highways (Area 6) does not respond to emails and so nothing can be/has been further progressed. It was further noted that gulleys that were cleaned out have almost been filled up with further soils and silt because the work has been stalled.

It was resolved that the Clerk shall write to the person concerned – Ryan Smith – asking him to contact Cllr Tither without delay. This email should be cc’d into Mellissa Burnham.

If there is no resulting progress, then contact should be made with Chris Blackburn & Cllr Michael Harrison.

(2021/2 – 188) It was **resolved** that the Clerk shall report the damaged finger post at the top of South Lane, Warsill.

(2021/2 – 189) It was resolved to discuss the Queens Platinum Jubilee celebrations at the March meeting. It was suggested that there could be a celebration in Warsill.

Financial Matters

(2021/2 – 190) It was resolved to **approve** the Draft Budget for the year 2022 – 2023 as presented to the meeting. This appears on “**Appendix A**”, below.

(2021/2 – 191) The accounts for payment as listed on "**Appendix B**", below, were approved for payment.

(2021/2 – 192) A Bank Reconciliation to the period 20th January 2022_(including all payments up to and over £100.00) was received and unanimously approved. The Chairman signed it accordingly. This appears at "**Appendix C**", below.

(2021/2 – 193) A Spending v Budget report to the period 20th January 2022_was received and approved by the Council.

Planning Matters

Planning Decision Notices:

(2021/2 – 194) Planning Decision Notice 21-02257-DVCON Variation of condition 2 (approved drawings). Middle Farm South Lane Warsill. Cockburn. **Planning Permission Refused. Noted.**

(2021/2 – 195) Planning Decision Notice 21-03573-FUL. Erection of first floor extension. Tithe Barn Drovers Fold Bishop Thornton. Mr M Hope. **Planning Permission Refused. Noted.**

(2021/2 – 196) Planning Decision Notice 21-03609-FUL. Demolition of existing single storey. Hollins Garth Watergate Road Bishop Thornton. Dr K Reynard. **Planning Permission Granted, Subject to Conditions. Noted.**

(2021/2 – 197) Planning Decision Notice 21-03113-FUL Erection of farm workers dwelling. Middle South Farm South Lane Warsill. Mr Andrew Lofthouse. **Planning Permission Granted, Subject to Conditions. Noted.**

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.*

(2021/2 – 198) Planning Application 21-03747-FUL. Conversion of barn to dwelling etc. Gilmoor Farm West Bishop Thornton. Mrs S Fawcett. 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.) Commenting that the Public Right of Way through the property should be protected.

(2021/2 – 199) Planning Application 21-05262-PBR. Prior notification for the conversion of barn to form 1no. dwelling. Hatton House Farm Bishop Thornton. Mr Kellet. It was **resolved** to return Option A (The Parish Council has no objections.)

(2021/2 – 200) Planning Application 21-05102-PBR. Conversion of steel portal barn, Greenhill Farm Bishop Thornton. Mr Kellet. It was **resolved** to return Option A (The Parish Council has no objections.)

(2021/2 – 201) Planning Application 21-03821-FUL. Erection of dwelling and garage, Gilmoor Farm West Bishop Thornton. Mrs S Fawcett. It was **resolved** to return Option A (The Parish Council has no objections.)

(2021/2 – 202) Planning Application 21-05133-FUL. Demolition of existing single storey. Hollins Garth, Watergate Road Bishop. Dr K Reynard. It was **resolved** to return Option A (The Parish Council has no objections.)

(2021/2 – 203) It was confirmed that the next regular meeting of the Parish Council would be an ordinary meeting on **Thursday 17th March 2022** at 7.30pm.

(2021/2 – 204) It was **resolved** to approve the schedule of meetings which appears at **"Appendix D"**, below.

(2021/2 – 205) The meeting closed at 9.17pm.

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 **17th March 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" –

Bishop Thornton, Shaw Mills and Warsill
Parish Council

Budget

	<u>Budget 2020- 2021</u>	<u>Budget 2021- 2022</u>	<u>Budget 2022- 2023</u>
Payroll & Costs			
1 Clerk's Wages (inc. PAYE)	£2,275.00	£4,531.80	£4,700.00
Office and Admin			
2 Standing Office Expenses	£240.00	£350.00	£350.00
3 Admin Costs	£250.00	£60.00	£60.00
4 Annual Internal Audit	£75.00	£75.00	£100.00
5 Payroll bureaux costs	£144.00	£144.00	£144.00
6 Insurance	£300.00	£250.00	£300.00
7 Meetings Room Hire	£120.00	£120.00	£210.00
Membership & Subscriptions			
8 YLCA Membership	£200.00	£200.00	£220.00
9 SLCC Membership	£45.00	£45.00	£0.00
Training			
10 Training	£800.00	£400.00	£400.00
Parish Maintenance			
11 Website – Build & Maintain	~	£300.00	£50.00
12	~		
13 Village asset maintenance	£600.00	£600.00	£600.00
14 Defibrillator	£500.00	£2,000.00	£2,000.00
Donations			
Total Expenditure	£5,549.00	£9,075.80	£9,134.00
<u>Budgeted Income</u>			
1 HBC Precept 2020-2021	£5,600.00	£6,900.00	£7,400.00
2 VAT Rebate	£300.00	£100.00	£150.00
3 Reserves	£0.00	£2,000.00	£1,500.00

Total Income	£5,900.00	£9,000.00	£9,050.00
--------------	-----------	-----------	-----------

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

- a. Clerks Salary
- b. PAYE - Clerk
- c. Standing Office Expenses
- d. Signe of Cheshire
- e. YCLA

Appendix "C" –

Bank Reconciliation as at 20th January 2022 Including all payments (up to and over £100.00)

Barclays - *****534	£	7,320.12
Less Acs Outstanding - See Shed '1'	£	267.90
Sub Total	£	7,052.22
	£	7,052.22

Cash Book - 18th November 2021

Barclays - *****534	£	8,824.46
Add receipts - See Shed '3'	£	-
Sub Total	£	8,824.46
Subtract payments - See Shed '2'	£	1,504.34
	£	7,320.12
Subtract A/cs Outstanding - Shed "1"	£	267.90

Current State	£	7,052.22
----------------------	---	----------

Shed 1

YLCA	Training	03.09.2021	£	30.00
Signs of Cheshire	Warsill Notice Board	02.11.2022	£	267.90
Total			£	267.90

Shed 2

YLCA	Training	13.12.2021	£	7.50
DN Taylor	StOfEx - Nov	13.12.2021	£	27.95
DN Taylor	StOfEx - Oct	13.12.2021	£	28.20
Yorkshire Acs Ripon	Payroll Services	13.12.2021	£	36.00
HMRC	Clerks PAYE	13.12.2021	£	48.20
YLCA	Training	13.12.2021	£	60.00
DN Taylor	Clerk Salary - Nov 2021	13.12.2021	£	421.23
DN Taylor	Clerk Salary - Oct 2021	13.12.2021	£	425.23
DN Taylor	StOfEx - Dec	10.01.2022	£	24.80
DN Taylor	Clerk Salary - Dec 2021	10.01.2022	£	425.23
Total			£	1,504.34

Shed 3

Appendix "D" –

2022

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

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