

Hirst Courtney & West Bank Parish Council

FOR THE ATTENTION OF ALL PARISH COUNCILLORS

You are hereby summoned to attend the meeting of Hirst Courtney & West Bank Parish Council on **Monday 29th November 2021 at 7.00pm**. The meeting will take place at The Sloop Inn, Temple Hirst.

In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 the public and press may attend the meeting.

S. Rockliff

Clerk to Hirst Courtney & West Bank Parish Council.

AGENDA

70. Apologies for Absence

- 70.1 To receive apologies for absence.
- 70..2 To consider the reasons for absence.

71. Declarations of Interest

To receive disclosures of personal and prejudicial interests from councillors on matters to be considered at the meeting.

72. Minutes of the Meeting of the Council

To confirm that the Minutes of the Meeting of the Council held on the 25th October 2021 be signed as a correct record. (Pages 3-6 , attached).

73. Questions from the Public

To receive questions from the public.

74. Clerk's Report for On-going Matters

To receive the Clerk's Report and consider the recommendations. (Sent separately)

75. Correspondence Received.

To receive the list of correspondence and consider the recommendations. (Sent separately)

76. Village Name Signs

To consider the quotation from Sign Factors for the proposed manufacture and installation of two village name signs for West Bank. (Sent separately) .

77. Finance Matters.

- 77.1 To receive Bank Statement Sheet Number 458
- 77.2 To note income received
- 77.3 To consider the list of payments made or to be made.

77.4 To consider the current account status once the above payments have been made.

Hirst Courtney Parish Council Income Received and Payments to be Approved												
Bank Statement Sheet No 458, Closing Balance	Income Received & Credited on Bank Statement to be Noted				Payments Made & Debited on Bank Statement to be approved				Invoices to be Approved			
	Date	PC Receipt No:	Details	Amount	Date	Payment Method	Details	Amount	Date	PC Inv No:	Details	Amount
£14,407.68			HMRC Vat reclaim Oct 2020 to Mar 2021	£374.13	30/10/2021	BACS	A. Stephenson, web hosting	£12.00	03/11/2021	48	npower Nov	£159.51
					09/11/2021	card	Amazon, oil for noticeboards	£24.95	03/11/2021	49	YLCA training	£60.00
					10/11/2021	BACS	Drax Club, flood meeting	£15.00	21/11/2021	51	A. Stephenson, web hosting	£12.00
			Total Income Received:	£374.13	Total Payments made to be approved			£51.95	Total Invoices to be Approved including clerk's salary Nov, (invoice 50)			£409.00
											Reconciled Bank Balance to Carry Forward:	£13,998.68

78. Budget Monitoring.

78.1 To receive the Receipts & Payments Record. (Sent separately)

78.2 To consider the Budget Monitoring Record. (Sent separately)

78.3 To consider whether to hold a Finance meeting in December in preparation for the 2022/23 Funding Requirement.

79. Parish Matters.

80. Date & Time of Next Meeting.

Hirst Courtney & West Bank Parish Council

Draft Minutes of the Meeting of the Council **held at The Sloop Inn, Temple Hirst** **Monday 25th October 2021 at 7.00pm**

Present:

Councillors: Cllr R. Wagstaff (Chairman) Cllr I. Forbes (Vice-chairman), Cllr J. Barratt, Cllr G. Burbidge, Cllr A. McGuigan, Cllr c. Stephenson.

In Attendance: Mrs S. Rockliff, **Proper Officer/ Clerk**

Members of the Public: Cllr M. Jordan & Cllr C. Richardson

Cllr Wagstaff, Chairman of the Council opened the meeting at 7.05pm.

59. Apologies for Absence.

59.1 Apologies for absence were received from Cllr Howsam

59.2 Councillors considered the reason for Cllr Howsam's absence.

Resolved, that:.

i) The reason for Cllr Howsam's absence be approved.

60. Declarations of Interest.

There were no disclosures of personal or prejudicial interests from councillors.

61. Minutes of the Meeting of the Council.

Councillors considered the Minutes of the Meeting of the Council held on the 27th September 2021.

Cllr Forbes proposed that the third paragraph of Minute Ref 52 be removed from the Minutes as it was incorrect.

Resolved, that:

the Minutes of the Meeting of the Council held on the 27th September 2021 be approved subject to the removal of paragraph three for minute reference 52.

62. Questions from the Public.

There were no questions from members of the public.

63. Clerk's Report for On-going Matters

Councillors considered the Clerk's Written Report and recommendations to Council.

Resolved, that:

the Clerk's Report be received and

- i) Cllr Stephenson would establish how long the current website agreement had left to run. The Council would consider the need for a new website when the agreement was near to ending.**
- ii) Councillors would look at the type of new lights needed for the Christmas Tree.**

64. Correspondence Received.

Councillors considered the list of correspondence and recommendations to Council.

Resolved, that:

the list of correspondence be received and

- i) The Council would not be responsible for the Flood Wardens as they were acting under the direction of the Environment Agency. The Flood Wardens would be informed of this.**
- ii) The Council would accept the changes, including a monthly charge of £5, to the Council's Current Account brought about by the cessation by HSBC of Community Accounts and the creation of Charitable Bank Accounts.**

65. Village Name Signs.

Councillors considered the proposed designs for the new village signs at West Bank.

Resolved, that:

- i) The preferred options were for two different signs, one with option a (cart) and one with option b (trug).**
- ii) The wording of the signs would be amended from 'Historic Land Settlement' to 'Historic Land Settlement Association'.**

66. Planning Matters

Councillors considered planning applications submitted to the council:

- i) Ref: 2021/1200/HPA Proposal: The replacement of the existing external door and shower room window to the west elevation with new powder coated bi-fold doors and internal alterations to form second bedroom Location: Manor House, Old Lane, Hirst Courtney**

Resolved, that:

The planning application be returned with no objections.

67. Finance Matters.

- 67.1 Councillors received Bank Statement sheet number 457
- 67.2 Councillors noted the list of income received.
- 67.3 Councillors considered the list of payments outstanding and those made by the clerk under delegated authority.
- 67.4 Councillors considered the current account status once the approved payments have been made.

Hirst Courtney Parish Council Income Received and Payments to be Approved												
Bank Statement Sheet No 457, Closing	Income Received & Credited on Bank Statement to be Noted				Payments Made & Debited on Bank Statement to be approved				Invoices to be Approved			
	Date	PC Receipt No:	Details	Amount	Date	Payment Method	Details	Amount	Date	PC Inv No:	Details	Amount
£14,540.31	30/09/2021		Selby DC Precept (2nd instalment)	£4,560.85	10/10/2021	BACS	PKF Littlejohn, audit fee	£360.00	27/09/2021	41	AGM 7 of	£140.37
									05/10/2021	42	Npower, streetlamps	£136.95
			Total Income Received:	£4,560.85			Total Payments made to be approved	£360.00			Total Invoices to be Approved including clerk's salary Oct, (invoice 43)	£454.81
											Reconciled Bank Balance to Carry Forward:	£14,085.50

Resolved, that:

- i) bank statement sheet number 457 be noted;
- ii) income received be noted;
- iii) the list of payments outstanding and those made by the clerk under delegated authority be approved;
- iv) the reconciled bank balance be noted;
- v) the bank mandate for the Current account be reviewed at the November meeting; and
- vi) the Receipts & Payments Record and Budget Monitoring Record be reviewed at the November meeting.

68. Parish Matters

- 68.1 The Chairman informed the Council that Cllr Stephenson had submitted a letter of resignation with effect from the end of the October meeting. Councillors and the Clerk thanked Cllr Stephenson for his service to the Council and parishes over the years.
- 68.2 Cllr Stephenson was asked if he would still oversee the rota for the defibrillator.
- 68.3 The Chairman informed the Council that the tenant of Constable Acre had trimmed the hedges and erected a new gate post for the Millennium Garden

gate. The tenant had asked for permission to plant some saplings in the Millennium Garden.

68.4 Cllrs Richardson & Jordan gave a report to the Council:

68.4.1 Community Funding may be available for the village signs

68.4.2 Local government reorganisation from 2023 would mean that there would only be one councillor for the ward instead of two. The ward would be larger in area.

68.4.3 Drax Power station have launched a consultation on their plans to be carbon neutral.

68.4.4 Cllr Jordan and Cllr McCarthy have submitted statements following the recent accident on the A19 at Chapel Haddlesey crossroads.

Resolved, that

- i) Cllr Stephenson would continue to coordinate the defibrillator rota;**
- ii) The clerk would inform SDC of the resignation of Cllr Stephenson;**
- iii) Permission was granted to plant saplings in the Millennium Garden;**
- iv) The District Councillors report be noted and Cllr Richardson would apply for the grant for the village signs.**

69. Date and time of next meeting:

Monday 29th November at 7.00pm at the Sloop Inn.

The Chairman thanked everyone for their attendance and closed the meeting at 7.55pm.