

Hirst Courtney & West Bank Parish Council

Minutes of the Meeting of the Council
held at The Sloop Inn, Temple Hirst
Monday 27th September 2021 at 7.00pm

Present:

Councillors: Cllr I. Forbes (vice-chairman), Cllr J. Barratt, Cllr G. Burbidge, Cllr A. McGuigan, Cllr L. Howsam.

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

Members of the Public: 4

Cllr Forbes, Chairman of the Meeting, opened the meeting at 7.05pm.

46 Apologies for Absence.

46.1 Apologies for absence were received from Cllr Stephenson and Cllr Wagstaff

46.2 Councillors considered the reason for Cllr Stephenson's and Cllr Wagstaff's absence.

Resolved, that:

- i) **The reason for Cllr Stephenson's absence be approved.**
- ii) **The reason for Cllr Wagstaff's absence be approved.**

47. Declarations of Interest.

Cllr Howsam declared a personal interest for Agenda Item 53.1.

Resolved, that:

Cllr Howsam would leave the meeting when Agenda Item 53.1 was to be considered.

48. Minutes of the Meeting of the Council.

Councillors considered the Minutes of the Meeting of the Council held on the 26th July 2021

Resolved, that:

the Minutes of the Meeting of the Council held on the 26th July 2021 be approved.

49. Questions from the Public.

A member of the public thanked the Council for the new noticeboards at both Hirst Courtney and West Bank. The Chairman also thanked Cllr Burbidge for installing both noticeboards.

Minutes approved at the Meeting of the Council held on the 25th October 2021. Minute reference 61.

Signed:

A member of the public asked if community notices could be displayed on the boards.

Resolved, that:

The noticeboards would be for Parish Council matters only.

50. Clerk's Report for On-going Matters

Councillors considered the Clerk's Written Report and recommendations to Council, previously published with the agenda. The Clerk gave the following updates to the report to Council:

50.1 Speed Limit Assessment for Hirst Road.

NYCC Highways have informed the Clerk that requests to reduce the speed limit on Hirst Road cannot be instigated because the road does not meet the required legal criteria and it could therefore not be enforced by the police.

50.2 Flood Meeting.

The Environment Agency have agreed to attend a public meeting about the flooding in 2020. Dates proposed by them are Tuesday 12th October or any Monday or Tuesday evening from that date throughout October and November.

50.3 Overgrown Hedge at West Bank.

The owner of the property concerned had contacted the Council to say that the only part of the hedge overhanging the verge was actually a mixture of self-seeded trees and shrubs. They would arrange for them to be cut back later in the season.

50.4 AGAR.

PKF Littlejohn, External Auditors, had contacted the Clerk regarding the significant variance in Section 2, Box 3 of the AGAR. PKF Littlejohn were of the opinion that the insurance claim of £46,115 for the playground should not be included in Box 3 (income) and should be netted off against Section 2, Box 6 (expenditure). They were of the opinion that including the figures artificially inflated them and could be misleading to readers of the accounts. They would give the Clerk the option for 36 hours to amend the figures, providing the Chairman initialled the changes.

In the absence of the Chairman, the Clerk contacted the Vice-Chairman. It was agreed that the Accounting Statements had been audited by Yorkshire Internal Audit Services (Internal Auditors) and approved at the Annual Meeting of the Council in May 2021 before submission to the External Auditors and that all actions with regard to the insurance claim had been approved and included in the Minutes. Therefore there was no need to amend Section 2 of the AGAR.

The Council considered the requirement to publish the Annual Governance and Accountability Return (AGAR) and Notice of Conclusion of Audit on the website.

Minutes approved at the Meeting of the Council held on the 25th October 2021. Minute reference 61.

Signed:

Resolved, that:

the Clerk's Report be received and

- i) The Clerk to check the availability of Carlton Village Hall as a venue for the public meeting.**
- ii) The Council publicise the need for West Bank residents to register their interest in the Phase 4 scheme to improve Broadband and inform Dr Ferguson of their action.**
- iii) The council to publish the AGAR and Notice of Completion of Audit on the website.**

51. Correspondence Received.

Councillors received the list of correspondence and recommendations to consider.

Resolved, that:

the list of correspondence be received and

- i) The Council would not support the '20's Plenty' campaign;**
- ii) The closure dates for the railway crossing be placed on the noticeboards and website.**

52. The Royal Oak.

The Chairman gave an update to Council regarding the Royal Oak. The council had submitted the forms to Selby District Council (SDC) to register the Royal Oak as an Asset of Community Interest. SDC had rejected the request because the pub has been closed for a number of years and was therefore not an ongoing business or concern that was of benefit to the local community.

Members of the public were granted permission to speak. They asked why a public meeting had not been held. The Chairman explained that because the request to register the pub as an asset had been rejected the Council felt that there was nothing to report to the community.

Resolved, that:

The Chairman's report be noted.

53. Planning Matters.

Cllr Howsam left the meeting.

53.1 Planning Applications.

Councillors considered the following planning application submitted to the council:

Minutes approved at the Meeting of the Council held on the 25th October 2021. Minute reference 61.

Signed:

- i) 2021/1128/FUL. Proposal: Conversion of Existing Steel Portal Frame Outbuilding into a Bar for the Camp Site. Location: Apple Blossom Caravan and Camp Site.

Cllr Howsam returned to the meeting.

53.2 Notifications of Decisions.

Councillors considered the following Notice of Decision from SDC Planning Authority:

Proposal: Retention of domestic outbuilding and security camera pole (retrospective). Location: The Old School, Main Road, Hirst Courtney.

Permission: **Granted.**

Councillors agreed that the decision was disappointing given that plans for the outbuilding of the size and in the location that it had been built had previously been refused by SDC Planning Authority. A smaller building in a different location had been passed at a later date. Councillors and members of the public agreed that there was inconsistency from SDC when considering planning applications. It was proposed that an expression of concern be written to SDC. A vote was held.

Resolved, that:

- i) **The Council had no objections to the proposal at Apple Blossom Caravan and Camping; and**
- ii) **A letter expressing concern at the decision to grant permission for the outbuilding be written to SDC.**

54. **Playground Inspection Report.**

Councillors received the Playground Inspection Report and considered the findings.

Resolved, that:

Cllr Burbidge would inspect the playpark to see how the findings of the report could be addressed.

55. **Tenancy Agreement.**

Councillors considered the tenancy agreement for the Millennium Garden.

Resolved, that:

The Tenancy Agreement would remain at the rate it had been in 2020/21.

56. Finance Matters.

- 56.1 Councillors received Bank Statement sheet number 455 & 456.
- 56.2 Councillors noted the list of income received.
- 56.3 Councillors considered the list of payments outstanding and those made by the clerk under delegated authority.
- 56.4 Councillors considered the current account status once the approved payments have been made.

Bank Statement Sheet No 455/456, £10,923.70	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 Invoice No:	Details	Amount
					27/07/2021	card	Wilko, ink & stationery	£33.00	10/09/2021	35	E.On, Sept	£187.18
					11/08/2021	Bacs	A Stephenson, web hosting	£12.00	06/09/2021	36	Adam's GM 6 of 7	£140.37
					11/08/2021	Bacs	E.On August	£187.18	15/09/2021	38	UK2 email provider	£28.80
					27/08/2021	Bacs	A.J. Gallagher (Came & Co) Insurance	£990.37	25/09/2021	39	Autela Payroll services	£50.40
					09/09/2021	Bacs	Adam's GM 5 of 7	£140.37				
					09/09/2021	Bacs	Streetscape (playground inspection)	£270.00				
					09/09/2021	Bacs	Harry Stebbing (noticeboards)	£3,051.00				
					09/09/2021	Bacs	A. Stephenson (web hosting)	£12.00				
					09/09/2021	Bacs	SAIDB (rates)	£5.20				
			Total Income Received:	£0.00	Total Payments, including clerk's salary August, (invoice 33)			£4,878.61	Total Invoices to be Approved including clerk's salary Sept, (invoice 37)			£5,462.85
											Reconciled Bank Balance to Carry Forward:	£5,460.85

Resolved, that:

- i) bank statement sheet number 455 & 456 be noted;**

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Signed:

- ii) **income received be noted;**
- iii) **the list of payments outstanding and those made by the clerk under delegated authority be approved; and**
- iv) **the reconciled bank balance be noted.**

57. Parish Matters

CLlr Burbidge proposed that the two benches on Main Street in Hirst Courtney be replaced.

Resolved, that

The matter be considered at a future meeting.

58. Date and time of next meeting:

Monday 25th October 2021 at 7.00pm at the Sloop Inn.

The Chairman of the meeting thanked everyone for their attendance and closed the meeting at 8.20pm.