

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 **Tuesday 26th July 2022 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:

38. Apologies for Absence

- 38.1 To receive apologies for absence.
- 38.2 To consider the reasons for absence.

39. Declarations of Interest

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

40. Minutes of the Meeting of the Council

To confirm that the Minutes of the Meeting of the Council held on the **28th June 2022** be signed as a correct record. (Pages 3-7, attached).

41. Questions from the Public

To receive questions from the public.

42. Clerk's Report for On-going Matters

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

43. Correspondence Received

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

44. Vacancy for a Clerk

45. Planning Matters

- 45.1 To receive Notices of Decisions.
- 45.2 To consider Planning Applications

46. Finance Matters

- 46.1 To receive Bank Statement Sheet Number 469
- 46.2 To note income received
- 46.3 To consider the list of payments made or to be made.

46.4 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 Closing Balance 18/7/22	Income Received & Credited on Bank Statement to be Noted				Payments Made Under Delegated Authority & Debited on Bank Statement to be approved				Invoices to be Approved			
	Date	PC Receipt	Details	Amount	Date	Payment Meth	Details	Amount	Date	PC Inv No:	Details	Amount
£9,835.81	24/06/2022	4	HMRC VAT reclaim 1/10/21 to 31/3/22	£463.72					21/06/2022	22	A.Stephen nson, web hosting 01675	£12.00
									11/07/2022	23	Autela Payroll Services Q1	£64.02
									09/07/2022	25	HSBC bank charges	£5.00
									18/07/2022	26	Ryan Cheesma n, playgrou nd grass cutting July	£160.00
									18/07/2022	27	Npower, electricit y	to be confirmed
			Total Income Received:	£463.72			Total Payments made to be approved	£0.00			Total Invoices to be Approved including clerk's salary July (invoice 24)	£421.63
											Reconciled Bank Balance to Carry Forward:	£9,414.18

47. Parish Matters

48. 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
Tuesday 28th June 2022 at 7.00pm

Present:

Councillors: Cllr R. Wagstaff (Chairman) Cllr I. Forbes (Vice-chairman), Cllr G. Burbidge, Cllr M. Hird, Cllr A. McGuigan

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

Members of the Public: 4

The Chairman opened the meeting at 7.00pm.

27. Apologies for Absence.

27.1 Apologies for absence were received from Cllr Barratt and Cllr Howsam

27.2 Councillors considered the reason for Cllr Barratt's absence.

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

Resolved, that:

- i) the reason for Cllr Barratt's absence be approved; and**
- ii) the reason for Cllr Howsam's absence be approved.**

28. Declarations of Interest.

There were no disclosures of personal or prejudicial interests from councillors on matters to be considered at the meeting.

29. Minutes of the Meeting of the Council.

Councillors considered the Minutes of the Meeting of the Council held on the 31st May 2022.

Resolved, that:

the Minutes of the Meeting of the Council held on the 31st May 2022 be approved.

30. Questions from the Public.

30.1 A member of the public asked if the Parish Council or District Council had erected the West Bank village signs and who has included the words: 'Historic Land Settlement Association'.

Councillors responded that it was the Parish Council who had erected the signs, with some partial funding from one of the then district councillors, and it was the Parish Council's decision to include the LSA reference as it was important to recognise the history of the area. The member of the public agreed with the decision.

- 30.2 A member of the public asked what the Council's response would be to the proposed solar farm on land at West Bank and Hirst Courtney. They expressed concern about the proposed access track between properties in Hirst Courtney.

Councillors responded to say that the map of the proposed solar farm had only just been published. There would be a procedure and timeline for the Council to follow and respond to. Councillors agreed that if the proposal was approved that during the construction period the access track could create some problems but that these should be resolved once it was completed.

Resolved, that:

the questions from the public be noted.

31. Clerk's Report for On-going Matters

Councillors considered the Clerk's Report:

31.1 Insurance Renewal.

I contacted Streetscape and asked them for an estimate of what it would cost to replace the play equipment and skatepark as this is needed when the insurance is renewed in July/August.

Streetscape estimate the play equipment would cost £70,000 to replace and install and the skatepark £30,000. This information will need sharing with the insurance provider before they provide a quotation for the insurance.

31.2 Election Forms

Register of Interest forms and Election Expenses forms were submitted to Selby District Council on the 1st June 2022.

31.3 Contract for the Energy Supply for the Streetlamps.

I am awaiting a response from npower regarding a fixed term contract for the supply of energy.

Resolved, that:

The Council receive the Clerk's Report; and:

- i) The clerk contact the insurance company to ask what impact the increase in the cost of replacement for the skatepark would have on the insurance premium.**

32. Correspondence Received.

Councillors received the list of correspondence.

32.1 Selby District Council:

- i) Chief Executive, Briefings for Parish Councils re transition to unitary council. 23rd June 2022
- ii) Rough Sleeper estimate for the 16th June – returned.

32.2 YLCA admin:

- i) Training bulletins and Webinar Training
- ii) White Rose updates: 10th June and 17th June 2022
- iii) Councillor discussion forums
- iv) September conference information
- v) Branch Meeting speaker information.

32.3 Rural Services Network Bulletins

32.4 20's Plenty Campaign:

32.5 June update

32.6 Reception, Community House: regular updates

32.7 SDAVS Express: regular updates

32.8 Area 7, NYCC. Further information regarding the repair of footpaths in Hirst Courtney

32.9 Wendy Muldoon, Senior Resilience and Emergencies Officer, NYCC. Information about Community Emergency Planning including a template plan.

Resolved, that the correspondence received be noted.

33. Community Defibrillator.

Councillors considered the request from the West Bank community to assist with the running costs of the community defibrillator.

Resolved, that the Parish Council would pay for the next 4 year support agreement plan with the Community Heartbeat Trust. Once the agreement has elapsed the Parish Council would take over responsibility for the defibrillator as it has at Hirst Courtney.

34. Planning Matters.

34.1 Councillors received the Notice of Decision for Land West of 26 West Bank - Use of land as dog exercise area on land adjacent to (retrospective). Decision: Approved.

34.2 Councillors considered Planning Application: Rose Cottage Main Road Hirst Courtney. Proposal: Demolition of front and rear porch and single storey side extensions and erection of first floor rear extension to bring eaves up to existing front eaves level and a two storey side extension with first floor balcony, together with internal modifications.

Resolved, that:

- i) The Notice of Decision be noted; and**
- ii) The Observations Form for Rose Cottage be returned with no objections.**

35. Finance Matters

35.1 Councillors received Bank Statement sheet number 468

35.2 Councillors noted the list of income received.

35.3 Councillors considered the list of payments made and to be made.

35.4 Councillors considered the current account status once the payments have been made.

Hirst Courtney Parish Council Income Received and Payments to be Approved												
Bank Statement Sheet No 466 Closing Balance 10/06/22	Income Received & Credited on Bank Statement to be Noted				Payments Made Under Delegated Authority & Debited on Bank Statement to be approved				Invoices to be Approved			
	Date	PC Receipt	Details	Amount	Date	Payment Meth	Details	Amount	Date	PC Inv No:	Details	Amount
£9,900.69												
	10/06/2022	3	HMRC VAT reclaim 1/4/21 to 30/9/21	£755.66					20/05/2022	17	R. Wagstaff, rounders bat for jubilee from J Jaques & Son	£19.99
									21/06/2022	18	R. Cheesman, playground grass cut, June	£160.00
									10/06/2022	20	HSBC bank charges	£5.00
									21/06/2022	21	ICO, annual registrati on fee	£40.00
			Total Income Received:	£755.66			Total Payments made to be approved	£0.00			Total Invoices to be Approved including clerk's salary June (invoice 19)	£405.60
											Reconciled Bank Balance to Carry Forward:	£9,495.09

Resolved, that:

- i) bank statement number 468 be noted;
- ii) income received be noted;
- iii) the list of payments outstanding and those made under delegated authority be approved;
- iii) the reconciled bank balance be noted.

36. Parish Matters.

There were no matters for consideration

37. Date and Time of Next Meeting.

Parish Council Meeting: Tuesday 26th July at 7.00pm.

The Chairman of the Council thanked everyone for their attendance and closed the meeting at 7.35pm