

Hirst Courtney & West Bank Parish Council

FOR THE ATTENTION OF ALL PARISH COUNCILLORS

You are hereby summoned to attend the Hirst Courtney & West Bank Parish Council meeting, to be held on 23rd July 2024, at 7pm, in the restaurant area of 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.

H Phillips

Clerk to Hirst Courtney & West Bank Parish Council.

AGENDA

28. Apologies for Absence

To receive apologies and consider reasons for absence.

(noting the clerk's pre-informed apology and reason for absence)

30. Declarations of Interest

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

31. Minutes of the Parish Council

To consider the Minutes of the Parish Council held on 18th June 2024.

(noting that the issued agenda and Minutes have been amended to correct the item numbering)(pages 3-5)

32. Chair's Report

To receive the verbal report from the Chair on events attended and matters to note since the meeting held on 18th June 2024.

33. Clerk's Report

To receive the clerk's report (below) on matters dealt with since 18th June 2024.

- As agreed, the clerk now has an activated bank debit card for appropriate usage if required.
- The letter to the Secretary of State relating to the Helios project has been issued, and the Council's website has been updated to indicate this.
- The Council's ICO Data Protection Certificate has been renewed and is now valid until July 2025.
- The annual Inventory for National Power Grid has been issued and is valid until July 2025.

34. Questions from the Public

- i) The clerk received an email from a member of the public relating to a new resident who has concerns regarding a streetlight which shines directly into a bedroom in their property. The resident has asked that the Council consider

having a 'baffler' placed on the lamp to shield the light from directing into their property.

35. Finance Matters

- 35.1 To receive the accounting reports and bank statements up to 30th June 2024.
- 35.2 To consider the payments outstanding and those made by the clerk under delegated authority.

Invoice Date	Customer Inv. No.	Payee	Payment Detail	Date Paid	Amount Paid	Payment Method (Incl. Cheque No.)
18/06/2024	INV525	Cutting Edge Garden & Ground Maintenance Ltd	Grass Cutting in Playpark & Village Signs	In Monthly Installments	Total Annual £1180.00	BACS
03/07/2024	IN10948628	Npower	Streetlight Energy	24/07/2024	£217.17	BACS
01/07/2024	8420	MD Woodrow	Noticeboards Maintenance	08/07/2024	£223.58	BACS

- 35.3 To consider authorisation of payment for the clerk's standard hours worked in June 2024.

36. Planning Matters

- 36.1 No Planning Applications, Decisions, or Consultation letters have been received since the meeting on 18th June 2024.

37. Flooding Update.

To consider any further action required regarding the response to the communication from Kier Mather MP on the flooding circumstances in the Parish.

38. Policy Review

- 38.1 To review the Council's Standing Orders.
- 38.2 To review the Council's Financial Regulations.
- 38.3 To review the Councillor Code of Conduct.

39. Training

- 39.1 No training requests have been received since the meeting held on 18th June 2024.
- 39.2 No feedback from the councillors or clerk has been received as no training has been completed since 18th June 2024.

40. **Date of Future Parish Council Meeting:** 17th September 2024.

Item 31

Minutes for the Hirst Courtney & West Bank Parish Council meeting, held on 18th June 2024, at 7pm, in the restaurant area of The Sloop Inn, Temple Hirst.

Present: Cllrs Wagstaff, Forbes, Harper, McGuigan, Stephenson, and Webster.

Attending: H Phillips – Clerk

17. Apologies for Absence

Apologies and reason for absence were received from Cllr Barrett.

Resolved: That the apology received, and reason for absence of Cllr Barrett be approved.

18. Declarations of Interest

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

19. Minutes of the Annual Meeting of the Parish

The Council received the Minutes of the Annual Meeting of the Parish 21st May 2024 (for information only).

20. Minutes of the Annual Meeting of the Council

The Council considered the Minutes of the Annual Meeting of the Council held on 21st May 2024.

Resolved: That the Minutes of the Annual Meeting of the Council held on 21st May 2024 be approved.

21. Chair's Report

There was no report from the Chair as no events were attended since the meeting held on 21st May 2024.

22. Clerk's Report

The Council received the clerk's verbal report on matters dealt with since 21st May 2024, as follows: -

- The Council's bank account is now once again up and running with updated information and password being confirmed by the service provider.
- The clerk checked whether the groundworks contractor was completing his requested tasks, as per the contract. The Council commented that the work was being completed to a good standard.
- The playground inspection for the park in Hirst Courtney is due to be completed in June 2024; the report will be forwarded to the Council as soon as it is received by the clerk.
- The clerk had taken a phone-call from Mr N Wilson, of North Yorkshire Council's streetlighting department, who had received a request from the North Yorkshire Police department. This was to request a temporary installation of an ANPR unit to be placed on one of the Parish Council owned streetlight columns, to permit monitoring of traffic whilst an event is occurring in the area.

A Councillor asked for an update on the issue of flooding in the Parish, previously discussed with Mr Keir Mather MP. The clerk had spoken to Mr Mather, who informed

the clerk that although he had been in contact with the Environment Agency and Leeds Council regarding the matter he had not had any updated information or response from either party and intended to chase both parties on the matter.

Resolved: That

- i) **the clerk's verbal report be noted; and**
- ii) **the Council approve the installation of the temporary ANPR unit on the Council owned streetlight column as requested by NYC/ North Yorkshire Police Department.**

23. Questions from the Public

No questions or issues were received from members of the public, however Cllr Wagstaff had noted a couple of local issues, as follows: -

- the upper key slot in the noticeboard at West Bank had been blocked up by someone. It has since been unblocked. The noticeboards at Hirst Courtney and West Bank both required some refurbishment.

Resolved: That Cllr Stephenson is to chase up with the local handyman to request assessment prior to refurbishment of the noticeboards.

- There has been a suggestion by residents for the Parish Council to hold some meetings at alternative venues. A discussion was held, and it was felt that this should be reassessed at a future meeting.
- Reports have been noted of a vehicle acting suspiciously within the village of Hirst Courtney. This vehicle was uninsured, and had no MOT listed. The concerns were reported to the local Police department.

Resolved: That Cllr Wagstaff's public comment report be noted.

24. Finance Matters

24.1 The Council received the accounting reports and bank statements up to 31st May 2024.

Resolved: That the accounting records up to 31st May 2024 be approved.

24.2 The Council considered the payments outstanding and made by the clerk under delegated authority.

Invoice Date	Customer Inv. No.	Payee	Payment Detail	Date Paid	Amount Paid	Payment Method (Ind. Cheque No.)	Date of Approval
22/05/2024	INV-0683 ref: 2879	TA Leek & Sons	Grass Verge Cutting	07/06/2024	100.80	BACS	18/06/2024
22/05/2024	01689	Andrew Stephenson	Web Hosting - Annual Charge	07/06/2024	144.00	BACS	18/06/2024
05/06/024	IN10654581	Npower	Streetlight Energy	07/06/2024	235.71	BACS	18/06/2024
25/06/2024	M3 Wk12	H. Phillips	Clerk's salary for June 2024		278.64	BACS	18/06/2024

Resolved: That the payments outstanding and those made by the clerk under delegated authority be approved.

24.3 The Council considered the Council's Insurance Policy questionnaire for policy renewal for 2024-2025, due in September 2024.

Resolved: That the present service provider receive continued custom from the Council be approved.

24.4 The Council considered authorisation of payment for the clerk's standard hours worked in June 2024.

Resolved: That the standard hours worked by the clerk in June 2024 be approved for payment.

25. Planning Matters

25.1 No Planning Applications, Decisions, or Consultation letters have been received since the meeting on 21st May 2024.

25.2 The Council considered any actions required relating to the proposed application from Helios for the Solar Farm project.

A discussion was held, and it was agreed to issue the draft objections letter to The Secretary of State provided by the clerk, with some embellishment relating to the risks of air contamination from the storage units, the concerns regarding the glare from the solar panel units, and the concerns regarding the effects on wildlife, particularly birds on the 'Red List'.

Resolved: That the draft objections letter be issued to The Secretary of State, subject to the noted inclusions.

26. Training

26.1 No training requests have been received since the meeting held on 23rd April 2024.

26.2 No feedback from the councillors or clerk has been received as no training has been completed since 23rd April 2024.

27. Date of Future Parish Council Meeting: 23rd July 2024.

(noting that the clerk will be absent from this meeting; a member of the Council to take notes to forward to the clerk)