

Kirkby Fleetham with Fencotes Parish Council

Minutes of meeting – Thursday, 19 September 2024 at 7.30 pm.

Present: Parish Councillors: Mr Walker, Mrs Edwards-Heathcote, Mr Lamperd, Mrs Herbert and two residents.

Residents raised the following issues before the meeting:

Dog Fouling

Several residents have raised the issue of increasing dog fouling in the Parish. The dog warden has come out, and the warden will put signs up.

Water Quality

Residents have enquired about water quality in Kirkby Fleetham. Some have observed it as cloudy, complained about stomach problems, and believe the water supply could be the problem. It was agreed that the Clerk would write to Yorkshire Water to enquire if there has been an issue and if there are checks on the water.

1. Apologies

North Yorkshire Councillor Wilkinson. The Council accepted this apology.

2. The minutes of the Parish Council Meeting held on Thursday, July 18, 2024, were accepted as an accurate record of the meeting proceedings and signed.

Acceptance was proposed by Cllr Walker and seconded by Cllr Lamperd.

3. Matters to Report

Bus Shelter Roofs

The Council are awaiting a separate quote to fix the bus shelter roof in Great Fencote. Cllr Walker will seek further quotes.

Resident Letter

A note has been sent to St Andrew's Terrace residents to request that they exercise due care when parking and maintain as low a speed as possible on the adjacent section of the Village Green.

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The Council agreed to discuss the possible coordinated activities with the Community Working Together at the October meeting.

4. Burial Grounds

a) Parish Cemetery

The edging around the noticeboard will be completed before the NLHF Completion Event. The gravel drive has been de-weeded.

b) St Mary's Churchyard

The local Churchwardens have asked if the Council could arrange for the grass around the church to be cut twice a year. The Council has already requested the contractor to cut the long grass, which should be cut shortly, and to cut back the yew hedging around the gate post. It was noted that the renovation of the Church gates is of very good quality, and the assistance of the residents in arranging this is appreciated.

c) St Andrew's Churchyard

There were no new matters raised.

5. Correspondence

YLCA Training (01009/24), YLCA Weekly News and Notifications (0209/24), Additional Flying RAF Leeming (0309/24), North Yorkshire Local Access Forum (0409/24), Keep North Yorkshire Clean - campaign toolkit

(0509/24), Access to St Marys Church Kirkby Fleetham (0609/24), Parish Update: September 2024 (0709/24).

Citizens Advice

Over the last 12 months, North Yorkshire Citizens Advice & Law Centre has helped ten clients with 61 issues in Kirkby Fleetham with Fencote. The most common problems have been related to benefits and utility bills.

Residents Can visit Citizens Advice in Northallerton at 277 High Street, Northallerton, DL7 8DW, or Bedale Market Place on the second Tuesday of each month between 10 am and 12 pm. Citizens Advice has a free adviceline on 0808 278 7900, Monday to Friday, 9.00 am–4.30 pm (except bank holidays).

Dangerous Trees

Following a recent incident where a damaged tree collapsed across Fleetham Lane, the Clerk received an email from a resident raising concerns about the severe risk to the local property caused by old diseased trees falling on the approach to Kirkby Fleetham. One large and possibly diseased ash tree is of particular concern. Councillors have already reported this to Highways through the Parish Portal. North Yorkshire Council has visited the area to inspect the trees.

Parish Liaison Meeting

As part of the work being undertaken by North Yorkshire Council's Parish Liaison Team to improve communication with Towns and Parish Councils, several 'Drop-in Surgeries' have been announced. The Richmond & Northallerton Parish Surgery will be held at Northallerton Town Hall on 30 October 2024 between 10 am and 4 pm Cllr. Walker will endeavour to attend.

6. Finance

The Council has looked into opening a savings account to maximise interest where possible. The Council discussed the savings options provided by the Parish Council bank. The Councillors unanimously agreed that the Clerk should contact the bank to open a 35-day notice savings account.

a) Note the reconciliation of the Financial Statements 2024/25

The Parish Council duly notes the financial statements and bank reconciliations have been verified and duly signed.

b) Limited assurance review for the year ended 31 March 2024

PKF Littlejohn LLP has completed their review of the Annual Governance & Accountability Return (AGAR) for Kirkby Fleetham with Fencotes Parish Council for the year ended 31 March 2024.

Based on their review, they have reported that no matters have come to their attention, causing concern that relevant legislation and regulatory requirements still need to be met.

The Councillors all agreed that no more action was required.

c) It was resolved to pay the following, and the payments were signed accordingly:

Chq	Amount	Payee	Service
BACS		N.Lowe	Clerks wages for Aug and Sep + £16 for 2x storage boxes
BACS	£1,222.90	V. Arrowsmith	Heritage consultant fees plus expenses- Inv 2024-25 005
BACS	£1,309.20	Fitzpatrick Woolmer	Prep and print the Heritage Project interpretation board.
BACS	£252.00	PKF Littlejohn LLP	Limited assurance review of AGAR - Inv SB20241552
BACS	£316.8	CE & CM Walker Limited	Parish Grasscutting - Inv 24218
BACS	£475.2	CE & CM Walker Limited	Parish Grasscutting - Inv 24269
BACS	£320.00	AW Dick	Burial ground grass cuts
BACS	£15.00	AW Dick	Cut the grass in the Parish

This was proposed by Cllr Walker and seconded by Cllr Herbert.

d) Income:

There has been £402.32 income for this month.

7. Planning

a) Applications

None

b) Outcomes

None

8. Lychgate - National Lottery Heritage Grant

The interpretation design has been agreed upon, and the board has been ordered.

The plan is in place for the event marking the completion of the NLHF project, which is scheduled for Sunday, 10 November, at 2 p.m. The exact details of the event are still being completed. The event will be held on Remembrance Sunday. Wreaths will be laid under the War Memorial plaque. A representative of the Royal Scots will be there to lay a regimental wreath, and a resident has kindly agreed to lay a wreath recognising the entire roll of fallen servicemen from the wider community.

9. Co-option of a Parish Councillor

One resident has contacted the Parish Clerk, expressing interest in becoming a Councillor. Details of the position, eligibility criteria, and application have been forwarded to them.

10. Review of the Council's Policies, Procedures and Practices

The following had all been circulated for consideration before the meeting:

- a) Community Emergency Plan** – It was agreed that it should be deferred to the next Parish Council meeting.
- b) Financial Regulations** – Cllr Walker proposed that the updated Financial Regulations as of September 2024 be accepted and adopted by the Parish Council immediately, and Cllr Edwards-Heathcote seconded this. It was resolved that the Financial Regulations be adopted.
- c) Health, Safety and Welfare Policy** – It was agreed that it should be deferred to the next Parish Council meeting.
- d) Data Protection Policy** – Cllr Walker proposed that the updated Data Protection Policy as of September 2024 be accepted and adopted by the Parish Council immediately, and Cllr Edwards-Heathcote seconded this. It was resolved that the Data Protection Policy be adopted.
- e) Co-option of a Parish Councillor** – Cllr Walker proposed that the updated Co-option of a Parish Councillor as of September 2024 be accepted and adopted by the Parish Council immediately, and Cllr Edwards-Heathcote seconded this. It was resolved that the Co-option of a Parish Councillor be adopted.
- f) Disciplinary and Grievance Arrangements** – Cllr Walker proposed that the updated Disciplinary and Grievance Arrangements as of September 2024 be accepted and adopted by the Parish Council immediately, which Cllr Edwards-Heathcote seconded. It was resolved to adopt the Business Continuity Plan.

11. Community Transport and Social Care

Community Transport

Due to the recent Election and change of Government, there has been little to report. The new Mayor of York and North Yorkshire is reviewing rural and metropolitan bus services to assess necessary improvements.

The Council continue to advocate for the complete restoration of the Northallerton/Kirkby Fleetham/Richmond bus service. Through its Hambleton & Richmond Bus Services link, Hambleton Community Action is pushing for an enhanced service that integrates the full 54 bus service and the 55 service with the proposal of running buses in opposite directions on a loop with a more frequent timetable.

The next Hambleton & Richmond Bus Services meeting is scheduled for 28th October, which Cllr Lamperd will attend.

Social Care

Hambleton Community Action attended the Feast, using the same marquee as last year. Three senior members, including CEO Liz Lockety, attended and were pleased with the turnout of villagers who discussed the Charity's services for the elderly and infirm. They are still following up on these visits. The Council continues supporting this work and has four villagers volunteering their time for the Charity. The InfoNet Bulletins continue to outline the services provided and seek additional volunteers.

The 5th Fleetham & Fencotes Outings Group visit to RHS Harlow Carr on 10 August was a success. The next outing is scheduled for 15 October to Wensleydale Creamery, which is fully booked.

The final 2024 outing will be on 10 December, when we will visit White Gates Café and Garden Centre for a Christmas-themed Afternoon Tea and a tour of the centre.

On 31 August, members of the Outings Group met in the Village Hall to review the programme. It was unanimously decided to continue the bi-monthly outings into 2025. The scheduled dates for next year are:

- 18 February (Kiplin Hall for Afternoon Tea)
- 08 April
- 24 June
- 19 August
- 21 October
- 09 December

The Blue Bedale Community Minibus has been reserved for these dates. Members also discussed potential venues for the 2025 programme, which will be reviewed in the coming weeks. Thanks were extended to Gary Jones for his continuous support in driving the minibus. However, a backup driver is needed, and any suggestions should be directed to Cllr Lamperd.

The Village Egg Box service, now including Jean Morley's charity fundraising preservatives, continues to grow in popularity.

12. Playground

The land the Parish Council identified as an excellent place to build a playground has a new owner. Cllr Walker will contact the landowners to discuss the possibility of leasing a plot of land to build a playground.

13. Defibrillator for Little Fencote and Training

Cllr Herbert has discussed the possible locations with a local charity and North Yorkshire Council. The Council is checking if locating a new defibrillator next to a streetlight is feasible.

The Parish Council and Kirkby Fleetham Village Hall are arranging for the parish residents to receive training in Defibrillator use by the Ambulance Service, probably in January 2025.

14. Any Other Business

There was no Any Other Business raised.

The meeting closed at 9:55 p.m.

Date of Next Meeting: 17 October 2024.