

Kirkby Fleetham with Fencotes Parish Council

Minutes of meeting – Thursday 18 July 2024 at 7.30 pm.

Present: Parish Councillors: Mr Walker, Mrs Edwards-Heathcote, Mr Lamperd, Mrs Herbert and 1 resident.

Residents raised no matters of concern.

Bus Shelter, Kirkby Fleetham

A resident informed the Parish Council that the new roof on the bus shelter looks great.

1. Apologies

North Yorkshire Councillor Wilkinson. The Council accepted this apology.

2. Minutes of the Parish Council Meeting held on Thursday, 20 June 2024 were accepted as an accurate record of the meeting proceedings and signature agreed upon.

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

3. Matters to Report

Bus Shelter Roofs

A formal funding request has been sent for support for the Kirkby Fleetham bus shelter roof repair from Cllr Wilkinson's locality budget. Cllr Wilkinson has confirmed the request.

The work on the bus shelter roof has been completed and the work is judged to be of good quality. The Councillors agreed that the £30 additional cost for applying wood preservative to the fascia boards was necessary and reasonably priced. The Council are awaiting a separate quote to fix the bus shelter roof in Great Fencote.

Waste Bins

The North Yorkshire Council waste team is digital only. The Clerk hasn't received a response to the email but has completed an enquiry into the costs for new bins on the North Yorkshire Council website.

Urban Grass Cutting

The Clerk has raised the invoice for payment and emailed it to North Yorkshire Council. The Clerk has received an automatic reply to confirm that North Yorkshire Council has received the invoice.

Flagpole

The individual who changes the flags on behalf of the Council has reported that the condition of the flagpole is in good working condition. The Council unanimously agreed the maintenance of the flagpole is not needed at the moment.

D-Day 80th Anniversary Celebrations

The profits from the sale of food and drinks in the Village Hall at the D-Day 80th Anniversary Celebrations have been donated to the Help the Heroes charity.

4. Burial Grounds

a) Parish Cemetery

The Council will arrange a working party to remove the surplus soil piled in the Parish Cemetery within the next couple of weeks.

The contractor has cut the inside hedge at the entrance.

The Clerk will send the nominated documents to Cllr Walker to be laminated before being added to the noticeboard.

b) St Mary's Churchyard

The contractor for the grass cutting will soon start cutting long grass.

c) St Andrew's Churchyard

The Clerk has written to the Church to clarify the exact stage of the completion of the Church sale and who is responsible for grass cutting. A response has not been received yet. The grass has however recently been cut. A section of the perimeter wall at the location of the new drive entrance has been removed. It is understood that this is necessary to allow access to the equipment necessary to move the heavier gravestones.

5. Correspondence

NALC Chief Executives Bulletins (0107/24), VE DAY 80 May 8, 2025 (0207/24), Training E-Bulletins (0307/24), YLCA Annual Review 1 April 2023 to 31 March 2024 (0407/24), North Yorkshire Council - Let's Talk Rubbish (0507/24), YLCA Weekly News and Notifications (0607/24), Visit a summer holiday 'FEAST' provider (0707/24).

Grasscutting

A resident has contacted the Parish Council to inform them that the grass cutters keep missing a patch of land the Parish Council is responsible for cutting. The Clerk has contacted the grass cutters to inform them and Cllr Herbert informed them on site. The Clerk will respond to the email.

VE DAY 80

The Parish Council has received the official guidance document for the 80th anniversary of the VE Day on 08 May 2025.

The guidance has been forwarded to the Community Working Together Group to discuss possible coordinated activities at the next meeting.

Resident Letter

A letter was handed immediately before the meeting to the Clerk from a resident raising concerns about ball games, parking and the speed of traffic in St Andrew's Terrace and on the adjacent section of the Village Green. A brief note will be drafted drawing resident's attention to the need to exercise due care and this will be posted to all the homes in the relevant area. Cllr Walker will also seek to purchase a small 5mph sign and affix it in a visible location by the Terrace.

FEAST

FEAST (North Yorkshire Council's DfE-funded holiday activity and food programme) offers children and young people across North Yorkshire activities during the school holidays, with free places and a free meal for eligible children and young people. The sessions will enable children to stay engaged, active, and fed this summer.

The Clerk will share the Correspondence on InfoNet.

6. Finance

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

Chq	Amount	Payee	Service
BACS		N.Lowe	Clerk wages for July
BACS	£316.80	CE & CM Walker Limited	Parish Grass cutting - Inv 24168
BACS	£124.19	Clear Insurance Management	The increased premium for Lychgate - Invoice Ref:534173898
BACS	£1305.00	C Smith Roofing	Repair work on the bus shelter, Kirby Fleetham
BACS	£115.00	AW Dick	Parish Cemetery cut and strim and entrance hedge cut
BACS	£162.00	HMRC	Income tax (Apr-Jun 2024)

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

b) Income:

There has been £0.00 income for this month.

7. Planning

a) Applications

None

b) Outcomes

ZB24/00140/FUL: Retrospective planning approval for change of use of storage to a holiday let.

Location: The Old Coach House Kirkby Hall Kirkby Fleetham North Yorkshire

Applicant: Mrs Karen Stephenson

The decision on this proposal was granted.

ZB23/02621/FUL: Construction of stable buildings for the accommodation of 20 horses including track room and feed store, portal-framed tractor shed and store, horse walker, sand pen, associated hardstandings, equestrian workers dwelling and the associated change of use of agricultural land to equestrian.

Location: OS Field 8754 Lumley Lane Kirkby Fleetham North Yorkshire

Applicant: Mr Andrew Mullen

The decision on this proposal was granted.

8. Lychgate - National Lottery Heritage Grant

The Heritage Committee will meet next week to discuss the content and plans to create interpretation boards to be placed at the Parish Cemetery. Upon agreement of the format and detailed design, Cllr Walker will seek detailed pricing from suppliers.

Cllr Walker will also purchase a small metal plaque acknowledging Lottery funding. NLHF have already confirmed that the cost, expected to be ca. £30, can be offset against the Grant.

9. Co-option of a Parish Councillor

The Parish Council has yet to receive any interest in the vacant Parish Councillor position to date.

An ad to promote the position has been attached to the Village Hall notice board.

The Clerk will create a new ad to place in the next local newsletter and on InfoNet. The Council will consider alternative advertising options.

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

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

- a) **Burial Regulations** – Cllr Walker proposed that the updated Standing Orders as of July 2023 be accepted and adopted by the Parish Council immediately, and Cllr Herbert seconded this. It was resolved to adopt the Burial Regulations.
- b) **Standing Orders** – Cllr Walker proposed that the updated Standing Orders as of July 2023 be accepted and adopted by the Parish Council immediately, and Cllr Herbert seconded this. It was resolved to adopt the Standing Orders.
- c) **Terms of Reference - Burial Authority** – Cllr Walker proposed that the updated Terms of Reference - Burial Authority as of July 2023 be accepted and adopted by the Parish Council immediately, which Cllr Herbert seconded. It was resolved to adopt the Terms of Reference - Burial Authority.
- d) **Terms of Reference - Parish Council** – Cllr Walker proposed that the updated Terms of Reference - Parish Council as of July 2023 be accepted and adopted by the Parish Council with immediate effect, and Cllr Herbert seconded this. It was resolved to adopt the Terms of Reference - Parish Council.

Council.

- e) **Complaints Procedure** – Cllr Walker proposed that the updated Complaints Procedure as of July 2023 be accepted and adopted by the Parish Council immediately, and Cllr Herbert seconded this. It was resolved to adopt the Complaints Procedure.
- f) **Business Continuity Plan** – Cllr Walker proposed that the updated Business Continuity Plan as of July 2023 be accepted and adopted by the Parish Council immediately, which Cllr Herbert seconded. It was resolved to adopt the Business Continuity Plan.

11. Community Transport and Social Care

Community Transport

The 54 bus service is now fully operational over its approved routing and its punctuality has improved.

However, there is an area of concern in that it does not operate at all if there is a diverted route due to road works or other interference to the route. Recently due to the replacement of electricity poles in Great Fencote, the service was cancelled from Monday through to Friday: despite a relatively short marked diversion route being in place and even though the road was clear for four of these five days except for a half width barrier being in place.

It was agreed for the Clerk to seek advice from the North Yorkshire Council Passenger Transport Team for their position on buses being run when there are diversions in place.

Social Care

The Fleetham & Fencotes Outings Group has scheduled a visit to the RHS Harlow Carr Gardens on Tuesday, August 6th. This trip is fully booked except for one available place, and efforts are underway to fill this vacancy.

The next outing will be to Wensleydale Creamery on Tuesday, October 10th. Arrangements include a booked minibus, a cheese-tasting session, and lunch at Calvert's restaurant. Additional venues are being planned for the day to enhance the experience.

The group has also planned a Christmas outing to Whitegates Café and Garden Centre on December 10th, with transportation arrangements already in place using the Bedale Minibus.

To improve comfort during travels, the group is considering making cushions for use in the minibus, which currently has early aircraft-style seating.

A new volunteer driver for the Community Car Scheme has been found within the Parish and is now fully operational.

12. Defibrillator

Cllr Herbert will arrange for a local charity to meet and discuss possible locations and costs for a new defibrillator. The Council will also look at training for the local community.

13. Any Other Business

There was no Any Other Business raised.

The meeting closed at 9:27 p.m.

Date of Next Meeting: 19 September 2024.