

Kirkby Fleetham with Fencotes Parish Council

Minutes of meeting – 16th May 2019 following the Annual Parish Meeting.

Present: Mrs Booth, Mrs Herbert, Mrs Bradley, Mr Coop, Mr Jones, Cllr Wilkinson, Cllr Phillips and 3 residents.

1. Apologies: Mr Tubby

2. Councillors' Acceptance of Office, Declaration of Interest and Election Expenses.

Councillors completed the required documents.

3. Election of Chairperson

Cllr Herbert proposed Cllr Booth and Cllr Bradley seconded this. It was agreed unanimously.

4. Election of Vice Chairperson

Cllr Booth proposed Cllr Herbert and this was seconded by Cllr Bradley. This was agreed unanimously.

5. Minutes of the Parish Council Meeting held on Thursday 18th April 2019 were accepted and signed. It was noted that the Burial Authority Meeting had been moved to the June agenda. Acceptance was proposed by Cllr Herbert and seconded by Cllr Booth.

6. Matters for Report

Item 3 (ii) – The signpost at the end of Todd Lane has been reported to NYCC Highways for correction.

Regarding the other signposts Cllr Wilkinson updated the council and also said she would highlight concern re the signpost opposite the former shop.

Item 9 – Allerton Park. The hub is circulating a notice for people to sign up to a visit. They are looking at a date in September for the visit.

Item 11 – Revised Bus Contracts – Councillors had written to North Yorkshire County Council about their concerns with the new service and the response had not been encouraging. Cllr Wilkinson informed the meeting that the contracts would be reviewed during the coming months and a detailed letter explaining the problems could be a way forward. Councillors agreed that this should be an item for the next agenda.

7. Draft Standing Orders

Cllr Booth explained the importance and use of Standing Orders to the new councillors and some of the salient points. She then informed the meeting that councillors had been up-dating our own Standing Orders, currently on the website, in line with recent advice and a draft copy of the new ones would be sent to each of them. It was agreed to place adoption of the new Standing Orders on the June agenda.

8. Finance

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

C.A. Mitton wages and computer ink (chq 253).

C E and C M Walker £381.60 for grasscutting the greens (chq 254).

R. A. Burton-White £100.00 for grasscutting the Burial Ground (chq 033).

a (i) Authorised Account Signatory

Cllr Bradley volunteered to be the 3rd signatory and this was accepted with thanks. The appropriate bank forms were handed over for completion.

b) End of Financial Year Matters 2018/19

- To note the Annual Internal Audit Report for 2018/19 included at page 4 of the Annual Governance and Accountability Return 2018/19

It was resolved that the Annual Internal Audit Report for 2018/19 included at page 4 of the Annual Governance and Accountability Return 2018/19 be noted. This was proposed by Cllr Herbert, seconded by Cllr Bradley and agreed unanimously.

- To approve Section 1 - Annual Governance Statement 2018/19 for Kirkby Fleetham with Fencotes Parish Council on page 5 of the Annual Governance and Accountability Return 2018/19.

It was resolved that Kirkby Fleetham with Fencotes Parish Council approve Section 1- Annual Governance Statement 2018/19 for Kirkby Fleetham with Fencotes Parish Council on page 5 of the Annual Governance and Accountability Return 2018/19. This was proposed by Cllr Jones, seconded by Cllr Herbert and agreed unanimously.

- To approve Section 2 - Accounting Statements 2018/19 for Kirkby Fleetham with Fencotes Parish Council on page 6 of the Annual Governance and Accountability Return 2018/19

It was resolved that Kirkby Fleetham with Fencotes Parish Council approve Section 2 – Accounting Statements 2018/19 for Kirkby Fleetham with Fencotes Parish Council on page 6 of the Annual Governance and Accountability Return 2018/19. This was proposed by Cllr Herbert, seconded by Cllr Bradley and agreed unanimously.

- To approve the publication of documents required by Accounts and Audit Regulations 2015, The Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities

It was resolved that, in accordance with the Accounts and Audit Regulations 2015, The Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities, Kirkby Fleetham with Fencotes Parish Council will publish the following documents on a public website:

Certificate of Exemption, Annual Internal Report 2018/19, Section 1 – Annual Governance Statement 2018/19, Section 2 – Accounting Statements 2018/19 page 6, Analysis of variances, Bank Reconciliation to 31st March 2019 and Notice of the period for the exercise of public rights and other information required by regulation 15 (2), Accounts and Audit Regulations 2015.

It was agreed that the first 4 items above, together with the Notice of the Period of Public Rights would be placed on the noticeboards as there is insufficient space for everything. This would be accompanied by a note to say full financial information would be on the website.

c) Income:

£10.62 had been received under the Wayleaves Agreements and £3250,00, the first instalment of the Precept.

8. Planning

a) Applications

19/00904/FUL: Proposal: Change of use and alterations of dwelling house (C1) to Use Class (C3) letting rooms ancillary to the Black Horse Public House and alterations to the rear elevation (doorway blocked and installation of new French doors)

Location: Village House Farm

Applicant: Mr Phil Barker

Following discussion it was agreed that this application should be approved as it will improve the general appearance of the area and had no detrimental impact on neighbouring properties.

19/00340/FUL: Proposal: Extension to existing loft (rear dormer window and installation of rooflights) as amended by plan received by HDC on 2 April 2019
Location: 5 Forge Lane Kirkby Fleetham North Yorks DL7 0SA
Applicant: Mr Walsh

Following discussion it was agreed that, provided the concerns of the neighbours were addressed, this application should be approved.

19/00947/MRC: Proposal: Application for variation of condition 2 (approved plans) to previously approved application 17/00786/FUL- Demolition and reconstruction of domestic outbuildings to form new dwelling and associated access. New drawings 101 & 102 received by HDC on 16th April 2019.
Location: The Walled Garden Hergill Lane Little Fencote North Yorks
Applicant: Mr T Booth

Cllr Booth expressed an interest in this proposal and left the room.

The remaining councillors discussed the proposal and agreed that, as this could not be viewed from the road and had previously been approved, the variations should again be recommended for approval.

b) Outcomes

19/00350/FUL: Proposal: Revised application for previously approved application 16/00829/FUL for the proposed rear extension to the existing dwelling
Location: Lancaster House 8 Lumley Lane Kirkby Fleetham
Applicant: Mr Paul Cody

This application was granted.

c) Solar Installations

A request had been received from Lightsource BP for a meeting with the Parish Council to discuss a potential development in the Parish. Councillors suggested that 7pm on June 20th would be appropriate and Cllr Booth offered to arrange this. The clerk was asked to contact HDC Planning to ascertain whether any information should have been sent to the Parish Council.

(10) Laptop for the Hub

Councillors discussed this proposal and there were a number of concerns around both the security of the item, data protection and unsupervised access to websites. Members of the public present were asked if they were aware of any interest within the parish for such a facility and it was agreed that this was not the case. Councillors decided not to pursue the matter further.

11) Appointment of a representative to the YLCA local meetings

Councillors considered the request from YLCA for the appointment of representatives but decided that, at the present time, they did not wish to appoint any.

Finally, the clerk was asked to write a letter of thanks to retiring parish councillors for their contributions to the welfare of the parish and support for the Parish Council.

Meeting closed 9.03 pm.

Date of Next Meeting: Thursday, 20st June 2019