

# ASKHAM BRYAN PARISH COUNCIL

## MINUTES of the meeting of the PARISH COUNCIL

held on Thursday 21<sup>st</sup> October 2021 at 7pm in the Village Hall

**PRESENT:**

Councillor	Andrew Steele (Chair)		
Councillors	Julie Barber	Simon Peers	Mark Walker
	Helen Dawson	Kathryn Smith	

**In attendance:** One resident and the Clerk.

The Chair welcomed everyone to the meeting.

**1 APOLOGIES:** There were no apologies. The resignation of Kirsty Smahon was received, and Councillors expressed appreciation for the considerable amount of work she had done for the Parish Council (PC).

**2 DECLARATIONS OF PECUNIARY INTEREST:** Cllr. Walker regarding item 5b.

### **3 PUBLIC PARTICIPATION**

One resident was present, he had no matters to bring before to the attention of the meeting.

### **4. TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE PARISH COUNCIL (PC) HELD ON 16<sup>th</sup> SEPTEMBER 2021.**

It was **resolved** that the minutes of the meeting of the PC held on 16<sup>th</sup> September 2021 having been circulated, be approved and that the Chair be authorised to sign.

### **5. PLANNING**

#### **a. Planning Applications Received**

- i. 21/01977/CPD – Tuevais, 101 Main Street - Certificate of lawfulness for proposed development - porch to front elevation, 2no. single storey rear extensions, and erection of 2no. outbuildings to rear garden.

It was noted that City of York Council had refused to consider this as permitted development and that the PC would have opportunity to consider the application in the usual way in due course. It was also noted that there had been a previous application for this property which that the applicant had withdrawn.

Two other applications had been received too late to be considered at the meeting, the Clerk would respond using delegated authority and report these at the next meeting.

#### **b. Planning Decision Notices Received**

- i. 20/01246/FUL - Westwood Farm, Westwood Lane - Erection of agricultural storage building (resubmission). It was noted that this had been approved subject to conditions.

### **6 TO RECEIVE THE NORTH YORKSHIRE POLICE CRIME REPORT**

There were no reported crimes in September.

### **7 REPORT FROM WARD COUNCILLOR HOOK**

Ward Cllr. Hook was not present at the meeting having sent apologies. She had sent a report stating that a top up grant of £3,000 had been awarded for the Recreational Area.

## 8 OTHER MATTERS

### 8.1 2021 Remembrance Day service.

It was agreed that the PC would lay a wreath as part of the Remembrance Day commemoration. Cllr. Walker agreed to do this on behalf of the PC due to having a family connection with some of those being remembered. The Clerk would order the wreath.

### 8.2 Platinum Jubilee of Her Majesty Queen Elizabeth II.

It was noted that the Queen's Green Canopy (QGC) was a tree planting initiative created to mark the above event and as such, the PC would plant trees in the Recreational Area to replace the ash trees that the college were taking out. It was agreed to order seven trees and one plaque.

### 8.3 Annual Play Inspection of the play equipment and Recreational Area.

The Royal Society for the Prevention of Accidents (RoSPA) had carried out the annual inspection of the above. There was evidence of wear on the large swing and rotten timber on the goalposts and climbing wall. It was agreed to send a copy of the report to the contractor who carried out the regular inspections and ask him for a quotation (to exclude any repairs to the main gate at the entrance).

Regarding the entrance, the Clerk had obtained three quotations for "Manchester" bollards and it was agreed that he contact Broxap for a definitive quotation for two removable bollards and one or two fixed ones and to ask the price of fitting.

### 8.4 Natural Environment Committee.

The Committee had met on 16<sup>th</sup> September 2021 and draft minutes had been circulated. A working party had been organised to clear saplings from the pond area on Saturday 23<sup>rd</sup> October.

### 8.5 Christmas

It was agreed to consider this as part of the Charity meeting.

## 9 FINANCE

### 9.1 Budget

A draft budget had been circulated and each item was considered in turn and changes made as necessary. The Responsible Financial Officer (RFO) would produce a revised budget for consideration at the November meeting to show a summary of total expenditure to date, anticipated expenditure to 31<sup>st</sup> March 2022 and an estimated balance (allowing for earmarked reserves). The budget would include contingency. It was noted that the precept collected was £310 less than that shown in the budget. This was due to the RFO not realising that City of York Council want their grant to be included in the precept request submitted.

### 9.2 Bank Reconciliation

Since the last meeting, there had been income of £4,749.50 (being the second instalment of the precept) and payments totalling £377.98.

### 9.3 Report of invoices to be paid

It was **resolved** that the following invoices to be paid, all in favour.

- Clerk's Salary 01/09/21 to 30/09/21 plus deductions payable to HMRC.
- RoSPA Annual Play Inspection – £72 + £14.40 VAT
- Annual fee to the Information Commissioner (already taken by direct debit) - £35.

## **10 CORRESPONDENCE AND SOCIAL MEDIA**

A list of correspondence received since the last meeting (items 272-282) had been circulated and the contents noted. 276 was from a resident expressing concerns about cars parking on the pavement.

## **11 ACTION TRACKER**

An Action Tracker had been circulated with the agenda papers listing all previously agreed actions and reports on progress. It was noted that there had been an action for former Councillor Smahon regarding mole control. Cllr. Walker knew someone who was involved in mole control and agreed to take this forward.

## **12 DATES OF MEETINGS FOR 2021**

The next PC meeting would be 18 November 2021 at the Village Hall at 7pm.

The meeting closed at 8:10pm.

Signed

Chairman  
18 November 2021