

# Askham Bryan Annual Parish meeting

**MINUTES of the Annual Parish meeting of Askham Bryan**  
held at 7pm on Thursday 18<sup>th</sup> May 2023 in the Village Hall.

**PRESENT** Simon Peers (Chair)

**In attendance:** Six other residents and the Clerk of the Parish Council (PC).

The Chair welcomed those in attendance to the meeting.

**1. To approve the Clerk of the PC to take the minutes.**

It was agreed that the Clerk of the PC take the minutes.

**2. Notice Convening the Meeting**

It was noted that in accordance with statute, the notice convening the meeting has been duly published on the Parish Council's Notice Board and on the website. It was agreed that notice of the 2024 meeting be given in the newsletter. Publication deadlines meant that this would need to be submitted in January 2024.

**3. Minutes of the Meeting held on 6<sup>th</sup> May 2022.**

It was **resolved** that the minutes of the Annual Parish Meeting held on 6<sup>th</sup> May 2022 having been circulated, be approved, all in favour.

**4. Parish Council report**

**i. Chair's report**

*During 22-23 we processed 14 planning applications for developments and tree works within the parish. We have achieved a positive report at internal audit and have established a stable compliance process to maintain our required documentation and key maintenance activities.*

*Cllr Dawson was appointed as the vice-chair, Cllr Barber was appointed representative to the NEC and Cllr Smith was reappointed as the PC representative to the Village Hall Committee.*

*The entrance way to the recreation area has been reconstructed to allow access to users with reduced mobility, improve security and access for maintenance. The council have agreed to the purchase and installation of a new infant climbing frame and are currently working with suppliers to secure quotes for the supply and installation.*

*Thanks to enthusiastic village volunteers the Natural Environment Committee has developed and is actively working on a number of projects around the village. Also a big thanks once again to Jeff Challinor and Jo Fell who have unwaveringly kept the grass cut and the planters looking lovely.*

*Over the Christmas period the village was decorated through collaboration with the village hall committee and the church. It was great to see the addition of a 12 days of Christmas trail funded by the Parish Council and*

*constructed by Emma Peers. It was also great to see the return of the Village Christmas Tree lighting event organised by the Parish Council, this was well attended and created a relaxed environment for the village to gather together.*

*It was great to welcome Cllrs Boake and Wiseman to the council creating a full council once again.*

Cllr. Peers commented that since the end of financial year, there had been elections and all seven Councillors were re-elected.

#### **ii. Statement of Parish Accounts for the year ended 31 March 2023**

The Clerk of the PC had circulated a statement of Parish Accounts for the year ended 31 March 2023 which showed income and expenditure for the year ending 31<sup>st</sup> March 2022 in one column and for the year ending 31<sup>st</sup> March 2023 in another column. He went through the report and explained the reasons where the 2022 figure differed significantly from the 2023 figure. The total receipts in the year were £12,477.58 and total expenditure of £9,618.71. The end of year balance was £19,541.36 of which £1,959.37 was earmarked being monies raised at the quiz night in March 2020 for the recreational area and £8,900 was grants from City of York Council for Recreational Area.

#### **iii. Report on the Precept for 2023-24**

The Clerk of the PC reported that the precept for 2023/24 was £10,506 having been £9,983.45 in 2022/23. This represented an increase of 5.25%.

### **5. Police report**

The Clerk of the PC had circulated a document showing reported crimes on a month-by-month basis broken down into various categories. In total there were eleven reported crimes from May 2022 to April 2023. Five of these were in the "Burglary" category (two relating to the British Telecommunications compound) and eight were in the first quarter of the review period. One of these crimes had been incorrectly attributed to Askham Bryan Parish as it took place on Grange Lane.

### **6. Village Hall report**

A member of the Village Hall management committee gave the following report.

*As confidence has returned, bookings for the village hall have steady increased. Many of our regular hires have come back and we are also receiving more one off bookings and enquiries for weddings, christenings and other events.*

*In terms of income and expenditure, our finances are just about in balance and we do not foresee having to increase our hire charges in the immediate future. Much, of course, will depend on what happens to our most expensive outgoing which is electricity. Our supply contract expires at the end of the year.*

*It seems amazing to think that our late Queen's Platinum Jubilee was only last year. Our Jubilee Fayre raised £793, all of which was donated to the Martin House Children's Hospice. Money raised from this year's Spring Fayre on the 29th May will support the village hall.*

*Reserved funds will go towards replacing our obsolete heating system and structural repairs to our roof. Here, we are looking for advice to prepare properly costed proposals and select suitable suppliers.*

*The hall has been completely re-decorated internally and now has a fresh, clean and warmer feel. We have had many complementary comments.*

*We have made some changes to our Governing Document or Charity Scheme this year to add one additional elected member and one additional co-optative member to our committee. These changes, which have now been accepted by the Charity Commission, are designed to create a more flexible committee structure. This will allow younger members to join and learn from experienced and older members before they decide they no longer wish to serve.*

*Vicky Peart has stood down as secretary after doing an excellent job for eight years and this important role has been taken over by Emma Thomas. Angela Carbert and Rachel Hammond have also joined the committee this year.*

*The hall is a very important asset in the life of the village. In general we feel positive about the future of the hall and its role going forward.*

## **7. Women's Institute report**

The President of the Women's Institute attended and gave a report. The Women's Institute was founded in the United Kingdom in 1915. It is friendly and it is fun. The Askham Bryan group meets on the first Wednesday of the month (except in January) at 7:30pm in the Village Hall. The activities of the group include a gin tasting evening where six different gins were on offer. All twenty-four members re-joined following the annual general meeting and they have recruited eight new members but lost three in the year meaning that they now have thirty-one members with a mixture of younger and older members. They have a very active theatre club which visits all the theatres in York and sometimes visits theatres in Leeds. They also have a lunch club. Speakers vary, including a jewellery maker (who showed those presents how to make a silver pendant). The Women's Institute is part of a federation with the area office in Thirsk. This offers courses, meals and events such as croquet, golf, sign language, watercolour painting and axe throwing! They also planted a Jubilee tree in the churchyard for the Platinum Centenary.

## **8. Brownies report**

One of the leaders of Askham Bryan 1<sup>st</sup> Brownies gave the following report.

*1<sup>st</sup> Askham Bryan Brownies has eighteen registered girls (from Askham Bryan and the surrounding villages) and a leadership team consisting of 3 adult leaders, one adult unit helper, one Young Leader and a DofE volunteer. We also benefit from the support of two additional unit helpers on larger events.*

*We continue to enjoy a range of activities on a weekly basis – a mixture of activities from the Brownie programme and ones based on events in the year.*

*We are looking forward to getting out and about as the weather improves including our end of term picnic.*

*We have recently taken part in two large events – a Thinking Day service at York Minster and the annual St George's Day Parade in York.*

*We are looking forward to getting out and about as the weather improves including our end of term picnic.*

*As always, we are very grateful to the parents and villagers for their continued support.*

The Brownies also take part in District events such as camp fires and the Christmas disco and going to The Deep in Hull for a sleep over.

## **9. Natural Environment Committee Report**

The following report had been submitted ahead of the meeting:

### ***Report to Askham Bryan Parish Council from the Natural Environment Committee May 2023***

#### **1. Introduction**

*The Natural Environment Committee (NEC) is a subgroup of Askham Bryan Parish Council and was established in June 2021. The main purpose of this committee is to champion the conservation of the natural environment within the parish focussing on the village pond, the recreation area and the triangle of land near 149 Main Street. The NEC's Terms of Reference have been amended slightly during the year and agreed by the Parish Council.*

#### **2. Work of the NEC in 2022/23**

##### **2.1. Management of the Village Pond**

*The work on the trees at the back of the pond, designed to increase the amount of light and reduce leaf litter reaching the pond, was postponed in the winter of 2021/22 for a number of reasons. It was successfully carried out in November 2022. The self-seeded willows, removed from the bank adjacent to the road in October 2021, have not reappeared. The NEC is aware that a further tree may need pollarding in the near future.*

*The NEC has been monitoring the water levels in the pond over the past year. The water level was worryingly low in the summer/early autumn due to the hot dry weather. This led to the ducks and moorhens leaving the pond. Experts advised that the pond is seasonal and would fill up naturally once rainfall increased and we were warned not to use tap water to top up as this can be harmful to wildlife. The water level has now risen and the ducks and moorhens have returned.*

*The NEC will develop a management plan for the pond area over the summer. Nest boxes have been purchased for the trees in pond area and will be installed in the autumn. The NEC has discussed erecting an information board by the pond but the cost is beyond the current budget.*

## **2.2. Recreation Area**

*Plans to work with Askham Bryan College in the recreation area have stalled and storm damage to trees in this area, with the associated safety implications, have meant that priorities and plans have changed.*

*Discussions took place in both the NEC and Parish Council meetings, based on expert advice from a number of sources (summarised in the paper presented at the last general meeting in May 2022). As a result, the Parish Council commissioned a survey of the trees from arboriculturalists at the City of York Council. The detailed survey provided a description of the work needed, tree by tree, with deadlines for completion. Two high priority actions were required; one with a three month deadline and the other to be done within a year. Both have been completed. The NEC will continue monitoring the completion of actions required by the plan over the next few years.*

*In January, members of the NEC put up a variety of nest boxes in the trees around the recreation area. The boxes are of differing styles, sizes and materials in order to attract a variety of species.*

*The Woodland Trust is giving away hundreds of thousands of trees to schools and communities to commemorate the Coronation. Different packs are available with an August deadline for ordering trees for a November delivery. The NEC is currently discussing whether to take advantage of the offer and where to plant the trees. The most likely site is along the pathway from Askham Fields Lane to the recreation area.*

## **2.3. Land near to 149 Main Street**

*The chestnut trees pruned last year, were reassessed again this winter and a planning application was submitted to the City of York Council (CYC) for permission to carry out further work. The response from CYC stated:*

*'The two relatively young horse chestnuts have been topped from a very early age resulting in multi-stem trees with no dominant leader. Due to their compromised structure the chestnuts will not be able to grow to their full potential. Establishing a replacement with a more suitably shade tolerant tree would better contribute to the future verdant character of the area in the long-term.'*

*The trees have now been removed and a suitable, replacement tree will be planted. This will be dedicated to Peter and Ann Manning who lived in the village for many years and planted the original horse chestnuts.*

*Seeding of the wildflower area will be carried out at appropriate times over the next year.*

### **3. Budget 2022/23**

The annual budget is £500 plus £500 for tree work adjacent to the pond = £500.

The cost of the pond tree work = £500

The cost of the nest boxes = £66.56

### **4. Communication**

*The NEC has given updates on its latest activities in the village newsletter throughout this year (Issues 84 to 87). Plans for the wildflower area were introduced in the summer issue and updated in successive newsletters. Progress on the tree work around the pond was reported in the autumn and again in the winter whilst management of the recreation area trees featured in Issues 85 to 87. The installation of nest boxes, to increase diversity in the recreation and pond areas, was also covered. In addition there is informal communication between village residents and members of the NEC.*

### **5. Plans for 2023/24**

*During 2023/24 the NEC aims to.*

#### **• Village pond:**

*Develop a management plan for the pond*

*Continue to monitor the water level*

*Commission any tree work needed*

*Install nest boxes*

#### **• Recreation Area:**

*Ensure that any necessary work detailed in the City of York tree survey is carried out*

*Consider whether to order and plant one of the Coronation pack of trees available from the Woodland Trust*

#### **• Land near to 149 Main St;**

*Plant an appropriate tree to replace those that were removed*

*Develop a wildflower area*

## **6. NEC Members**

*Lisa Marriott was elected Chair of the NEC at the first formal meeting in 2021 but resigned in March 2023 and has been replaced by Jan Bennett supported by Kathryn Nolan as Vice Chair. Lisa will continue as a member of the committee. In addition David Hartley also resigned from the NEC and was replaced by Peter Christopherson.*

*The Chair would like to thank both past and present members of the NEC for their time and commitment especially for the hard work they have done in the village outside of meetings.*

## **7. Recommendation**

***The Parish Council is asked to***

***• receive the report of the NEC and approve its contents.***

***Jan Bennett***

***Chair NEC***

## **10. Report from Saint Nicholas' Church**

No report had been received and there was no formal representation at the meeting from the church.

## **11. Report of the Allotments for Stone and Gravel charity**

The Clerk of the PC gave brief report of the activities of the Charity. Progress was being made in the review of the constitution of the Charity. The Charity's objects had been reviewed and submitted to the Charity Commission. The Charity (with the support of the Village Hall) had supported the Christmas 2022 event and the twelve days of Christmas trial.

## **12. Open discussion of Parish affairs**

No matters for discussion were raised.

The meeting closed at 7:32pm

Signed

Chairman  
May 2024