

# ASKHAM BRYAN PARISH COUNCIL

## MINUTES of the ANNUAL meeting of the PARISH COUNCIL

held on Thursday 6<sup>th</sup> May 2021 at 7pm using remote access.

**PRESENT:**

Councillor	Andrew Steele (Chair)		
Councillors	Julie Barber	Kirsty Smahon	Simon Peers
	Kathryn Smith	Mark Walker	

**In attendance:** Three members of the public, Ward Cllr. Hook and the locum Clerk

### 1. ELECTION OF CHAIR.

Cllr. Steele was proposed and seconded for the office of Chair and it was **resolved** that he be duly elected, all in favour.

### 2 ELECTION OF VICE CHAIR.

Cllr. Peers was proposed and seconded for the office of Vice-Chair and it was **resolved** that he be duly elected, all in favour.

### 3 COMMITTEES

It was **resolved** that Cllr. Smith be the Parish Council (PC) representative on the Village Hall committee, all in favour.

It was agreed to reinstate the Natural Environment Group (NEG). Those who had expressed an interest would be invited to a meeting which would be held fifteen minutes before the next PC meeting. Cllrs. Barber, Smahon Smith and Steele were willing to assist with any jobs identified as necessary but could not commit to joining the NEG.

**4 APOLOGIES:** There were no apologies.

**5 DECLARATIONS OF PECUNIARY INTEREST:** None.

### 6 PUBLIC PARTICIPATION

There were three members of the public present at the meeting. A member of the Village Hall Committee noted that the emergency legislation allowing remote meetings expired soon and looked forward to the PC resuming meetings in the Village Hall. This would be discussed further under agenda item 12.

### 7. TO APPROVE AND SIGN THE MINUTES OF THE MEETINGS OF THE PARISH COUNCIL (PC) HELD ON 18<sup>th</sup> MARCH 2021.

It was **resolved** that the minutes of the meeting of the PC held on 18<sup>th</sup> March 2021 having been circulated, be approved and that the Chair be authorised to sign.

### 8. PLANNING

#### a. Planning Applications Received

- i. 21/00381/FUL - Pikehills Golf Club, Tadcaster Road – Two storey extension to accommodate entrance hall, office, storage and extension to balcony at first floor.
- ii. 21/00497/FUL - Unused Land Adjacent To Hazelwood House Askham Bryan Lane - Consultation Email - Creation of access way onto site
- iii. 21/00729/FUL - Town Farm, 116 Main Street - Single storey rear extensions following demolition of existing outbuildings
- iv. 21/00740/FUL - Cherry Tree House, 68 Main Street - Detached garden room to rear
- v. 21/00914/FUL - British Telecom Askham Fields Lane - Siting of 2no. shipping containers

The Clerk had replied to the first two using his delegated authority taking into account Councillors feedback. There were **no objections** to the Pikehills Golf Club application but concerns had been raised regarding the unused land adjacent to Hazelwood House. There were **no objections** to the other three applications although there was a query about whether the Cherry Tree House was within the building line.

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

- i. 21/00027/FUL - Town Farm, 116 Main Street - Single story rear extension.
- ii. 21/00040/FUL - West Barn, 9 Eastfield Farm, Moor Lane, Acomb - Access ramp to front – Approved but must be removed within three months of the current occupant leaving.
- iii. 21/00423/TCA - 4 The Court, Main Street – Fell Yew; reduce line of Holly trees - tree works in a Conservation Area. – Approved.
- iv. 20/00394/FUL - Askham Bryan College - Retention of 34 bed residential portakabin units for a further period of five years previously approved under application 16/02891/FUL – Approved subject to conditions.

The above decisions were noted.

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

The latest crime report showed an alleged assault outside the college. Concerns were expressed about litter, especially beer cans and bottles in hedges on Chapel Lane by the college gate, on Mill Field behind the BT depot, near the bus stop and in other locations. It was noted that the closure of the college bars had led to students socialising in the wider area and inappropriate behaviour had led to a blanket ban on students from the public house in Copmanthorpe. There had been no reply to the letter to the principal. There were also concerns about inappropriate student behaviour during lecture time, these concerns having been raised with the college at the time by the complainant. Ward Cllr. Hook reported that Cllr. David Carr was meeting with representatives of the college on 13<sup>th</sup> May and asked that any concerns should be passed to her ahead of that meeting. There were reports of vandals driving round Tadcaster and the surrounding villages putting bricks through car windows including one in Askham Bryan.

### **10 REPORT FROM WARD COUNCILLOR HOOK**

Ward Cllr. Hook had sent the Clerk an email about the Community Renewal Fund and encouraged those present to continue to report any concerns about potholes etc. Cllr. Smith advised that there was a very deep pothole on Askham Fields Lane.

### **11 OTHER MATTERS**

#### **11.1 Support of the Village Newsletter**

Cllr. Peers reported that the church were happy to pay for the cost of the village newsletter and were not seeking financial support. The deadline for the next newsletter was 14<sup>th</sup> May.

#### **11.2 Code of Conduct**

It was **resolved** to adopt a new Code of Conduct based on the model which had been circulated, all in favour.

### **12 FINANCE**

#### **12.1 Bank Reconciliation.**

The latest financial report presented by the Responsible Financial Officer (RFO) covered to the end of the financial year end showed a balance brought forward of £2598.79 at the start of 2020/21. There had been income totalling £11,266.45 and expenditure of £8,341.37 leaving a balance carried forward to 2021/22 of £5,523.87 of which £1,959.37 was earmarked funding from the March 2020 quiz night.

#### **12.2 Report of invoices to be paid**

It was **resolved** that the following invoices to be paid.

- Clerk's Salary 01/03/21 to 31/03/21 plus deductions payable to HMRC.
- Yorkshire Local Councils Associations - annual subscription - £209
- Website - TEEC - migration of existing site to new site - two days at £220 a day - £440 + VAT = £528.
- Grass Cutting of Recreational Area (1 cuts @ £52.50 done 31/3) and Play Equipment Inspections (7 @ £30 done 26/11, 16/12, 12/1, 25/1, 16/2, 18/3 & 31/3)

However, the payment to TEEC for the website would not be made until the new website had gone live. Changes to the design of the unpublished site suggested by Cllr. Peers had still not been made.

### 12.3 **Certificate of Exemption**

It was noted that the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2021 and it was therefore **resolved** that the Chair and the RFO sign the Certificate of Exemption noting that information required by Regulation 15 (2), Accounts and Audit Regulations 2015 be published on the authority website before 1 July 2021. The internal auditor was booked for 29<sup>th</sup> April 2021.

### 12.4 **2020/21 Annual Governance Statement (AGAR 2020/21 Part 2).**

It was **resolved** to formally approve the 2020/21 Annual Governance Statement (AGAR 2020/21 Part 2). All in favour.

### 12.5 **Accounting Statements 2020/21**

It was **resolved** to formally approve the Accounting Statements 2020/21. All in favour. This incorporated feedback given by the internal auditor regarding recording of refunded expenses.

## 13 **CORRESPONDENCE**

A list of correspondence received since the last meeting (items 197-210) had been circulated and the contents noted. This included two concerns about litter outside the entrance to Askham Bryan College (198 and 199), mud on Chapel Lane (208), concerns about the previous PC meeting start time (201), proposals for the pond (200) and Ward Councillor regarding a resident of Poppleton looking for a place to keep bees (204).

## 11 **ACTION TRACKER**

An Action Tracker had been circulated with the agenda papers listing all previously agreed actions and reports on progress. The main actions to note were progress on the website (see 12.2 above), that there was still a vacancy on the PC and progress regarding the trees on Saint Nicholas' Croft.

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

The next PC meeting would be 24 June 2021 at the Village Hall at 7pm. Apologies from Cllr. Barber were noted.

The dates of other PC meetings for 2021 were noted as follows: 15<sup>th</sup> July, 19<sup>th</sup> August, 16<sup>th</sup> September, 21<sup>st</sup> October and 18<sup>th</sup> November.

The meeting closed at 6:55pm.

Signed

Chairman  
24 June 2021