

Kirkby Fleetham with Fencotes Parish Council

Minutes of meeting – 21 July 2022 at 7.30 pm.

Present: Parish Councillors: Mr Jones, Mr Walker and Mrs Herbert.

There were no issues from residents

1. Apologies

District Councillor Phillips and County Councillor Wilkinson.

2. Minutes of the Parish Council Meeting held on Thursday, 23 June 2022 were accepted as an accurate record of the meeting proceedings and signature agreed upon.

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

3. Matters to Report

Buses

The Clerk has not received a response from Highways or the local bus companies to complain about the loss of the Local Bus Service during last month's road closure. The Clerk will contact Cllr Wilkinson for North Yorkshire County Councils' comments.

Highways Meeting

A meeting has not been set up due to conflicting schedules. The Clerk will try to arrange a meeting for the week of 12 September 2022 when Kirkby Fleetham Village School return from the summer holidays.

North Yorkshire Council – PTC Briefing

Cllr Jones and Cllr Walker attended the online briefing to update councils further on the transition to North Yorkshire Council, the new unitary council for North Yorkshire. Three key elements of interest were noted from the briefing, developing the Parish Charter, Area Communities and Community Networks:

Parish Charter – A document setting out the working relationship between NYC and Town & Parish Councils.

Area Committees – 6 area committees based upon parliamentary constituencies, Made up of all unitary councillors and will hold the new council to account.

Community Networks – Centred around market towns and surrounding areas. To bring together local partners, residents Town & Parish Councils, NYC councillors and community groups. The engine room of local action, and the driver to get things done. Starting, Autumn 2022.

Complaint

A letter has been sent to the complainant informing them that the Parish Council did not uphold their complaint.

St Andrew's Memorials

The Parish replied to Hambleton District Council to explain the Parish Council is prepared to work with Hambleton District Council to contribute towards the development of their approach and remediation of the memorials.

4. Burial Grounds

a) Installation of an Interpretation Board

The Parish Council agree to include interpretation boards to be placed in non-intrusive areas around the Parish Cemetery which will give links to the original St Andrew's churchyard and information on the cemetery.

b) Heritage Consultant

The Parish Council agree to engage a Heritage Consultant to evaluate the Lych Gate Project together with the development of local heritage knowledge involving engagement with the Parish Council, the History Group and the School as well as the Parish community.

c) Parish Cemetery

The groundsman of the Parish Cemetery and St Mary's has raised the likelihood that he will be unable to continue after this season. The Council agreed to look for an alternative groundsman if he is unable to resume his duties.

The Parish Council agreed to investigate options for 'Parish Cemetery' signage to be installed post delivery of the Lychgate project. Cllr Walker is to lead this study.

d) St Mary's Churchyard

The Clerk hasn't received a response from the Parish Council's letter to arrange a meeting with Kirkby Fleetham Hall, Parish Councillors and the Churchwarden to discuss the proposed plans to erect a fence alongside the churchyard from Kirkby Fleetham Hall. The Council agreed for the Clerk to contact the churchwarden to confirm the next steps.

e) St Andrew's Churchyard

The Parish Council submitted its representation on the pastoral scheme for change of use, to the Diocese of Leeds with the Council's comments relating to the Church conversion.

Dales of Thirsk has been to inspect the situation at St Andrew's and has sent a quotation to Hambleton District Council for reinstatement of the memorials. Hambleton District Council is now to give further consideration to a way forward and establish timelines to deliver these objectives.

5. Correspondence

YLCA Hambleton Branch - doorstep crime presentation (0107/22), The Rural Bulletins (0207/22), NYCC bulletins (0307/22), Councillor's Discussion Forum - Thursday, 30 June (0407/22), White Rose Updates (0507/22), NALC Smaller Councils Survey Report (0607/22), Notice of Joint Annual Meeting of the YLCA and invitation to attend (0707/22), Risk Assessments – Financial and Corporate Webinar – Wednesday, 14 July (0807/22), Virtual Question and Answer Session with Insurance provider Webinar - Thursday, 14 July (0907/22), Training E-Bulletins (1007/22), 20s Plenty July ZOOM (1107/22), Invitation to PTC briefings June 2022 (1107/22), 20s Plenty June ZOOM reminder (1207/22), 20s Plenty July news (1307/22), Hound faeces (1407/22), Be Aware - Safeguarding Children in North Yorkshire (1507/22).

These were all circulated via email.

6. Finance

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

Chq	Amount	Payee	Service
		N.Lowe	Wages for July to date + £8.95 for ink cartridges
	£273.60	CE & CM Walker Limited	Parish grass cutting
	£ 66.00	Kirkby Fleetham Parish Council	Refund for Parish Cemetery grass cutting

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

b) Income:

There has no income.

7. Planning

a) Application

Proposal: **22/01293/FUL:** Change of Use of Agricultural Land for the Formation of Private Equestrian Arena (no illumination), Change of Use of an Existing Agricultural Building to Private Equestrian Uses, Change of Use of Existing Agricultural Land to a Mixed Use of Agriculture and Equestrian, Provision of a Corral Area, the Formation of a Concrete Hardstanding, Formation of a Hardcore Hardstanding for the Stationing of Private Equestrian and Agricultural Vehicles (partly retrospective), Formation of a Peripheral Bund and Landscaping, and the Temporary Retention of a Home Office Structure and Two Shipping Containers (retrospective)

Location: Glebe Farm Low Street Kirkby Fleetham Northallerton

Applicant: Mr C Cumming

The Council had no objections.

b) Outcomes

No planning outcomes

8. Review of the Council's policies, procedures and practices

The following had all been circulated prior to the meeting:

- a) **Financial Regulations** – Cllr Jones proposed that the updated regulations should be accepted and this was seconded by Cllr Walker. It was resolved to adopt the Financial Regulations as of July 2022.
- b) **Health, Safety and Welfare** – It was agreed to defer consideration of the Health, Safety and Welfare to the next Parish Council meeting.
- c) **Complaints Procedure** – Cllr Jones proposed that the updated procedures should be accepted and this was seconded by Cllr Walker. It was resolved to adopt the Complaints Procedure as of July 2022.
- d) **Co-Option of a Parish Councillor** - Cllr Jones proposed these should be accepted and this was seconded by Cllr Herbert. It was resolved to adopt the Co-Option of a Parish Councillor.
- e) **Community Emergency Plan** - The Community Emergency Plan is still a working progress. It was agreed to defer the Community Emergency Plan to the next Parish Council meeting.

9. Playground

The Clerk wrote to the landowners to confirm the details of the meeting between the Parish Council and landowners. Unfortunately, the Clerk has not yet received a response. The Council agreed for the Clerk to contact the landowners and check if they have received the letter, and to hasten a response.

10. Solar Farm Grants

The Parish Council discussed an update of the selected projects for further development. Primarily, Lych Gate, Vehicle Activated Sign and Goal Posts.

It was proposed by Cllr Jones and seconded by Cllr Herbert that we purchase a pair of weighted aluminium 12' by 6' goal posts from the company Live 4 Soccer at a cost not to exceed £2500.

The Clerk has published a list of applications received with a detailed breakdown of the Parish Council's decision on each application. The Clerk will continue to update the document and publish it on the Parish website each month.

11. Co-option of Parish Councillor

Originally the Parish Council were informed that Parish Councils could co-opt parish councillors up to 35 days after the election results. This time has now passed. Cllr Jones confirmed with Hambleton District Council that this time limit is automatically extended indefinitely for councils that are currently quorate.

Should the Parish Council drop to two councillors, the Council could scope the possibility of the Council's District Councillor to be co-opted onto the Parish Council to maintain our quorate status in the short term. This opportunity will lapse once the Council move towards a unitary authority in April 2023.

The Parish Council will resume a robust recruiting campaign for the two Parish Councillor vacancies in September 2022.

12. Any Other Business

No any other business

The meeting closed at 9:31 pm.

Date of Next Meeting: 15 September 2022.