

# Kirkby Fleetham with Fencotes Parish Council

**Minutes of meeting – 19 October 2023 at 7.30 pm.**

**Present:** Parish Councillors: Mr Jones, Mr Walker, Mrs Herbert, Mrs Edwards-Heathcote, Mr Lamperd and 1 resident.

Residents raised no issues.

## 1. Apologies

North Yorkshire Councillor Wilkinson

## 2. Minutes of the Parish Council Meeting held on Thursday, 21 September 2023 were accepted as an accurate record of the meeting proceedings and signature agreed upon.

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

## 3. Matters to Report

### The Close

The Close in Kirkby Fleetham does not form part of the highway maintained at the public's expense. This implies that the road has not been adopted. All the properties in The Close are owned by Broadacres. It was agreed for the Clerk to contact Broadacres and report that the build-up of soil and grass at the kerbside of The Close is restricting surface water drainage, and request remedial works.

### Urban Grass Cutting 2023/24

The Clerk has received the purchase order from Highways. The Clerk will invoice Highways to arrange payment for £377.20.

### Common Lands and Village Greens

The Councillors agreed to continue the current maintenance regime on the Village Greens.

### Community Transport

North Yorkshire Council has also received reports of a possible amalgamation of Service 53 and 54 but this is an anecdote (source unknown) and something North Yorkshire Council are currently discussing with the bus operator.

Service 54 is supported by North Yorkshire Council but Service 53 is operated on a commercial basis by Hodgsons Coach Operators (who also currently operate Services 54 and 55 with the vehicle used on Service 53).

### Jubilee Plaque

A new canopy plaque to mark the planting of the oak tree for Her Majesty's Platinum Jubilee has been ordered.

### Risk Assessments

The Clerk has circulated blank assessments to the Council. The risk assessments will be undertaken over the course of the next month and the remedial actions will be discussed at the next meeting.

### Trees on Kirkby Lane

The Clerk has reported the issue to Highways and requested a survey to be conducted.

### Speedwatch

The equipment has been returned and the Community Speedwatch has resumed in the parish.

### Vehicle Activated Speed Sign (VAS)

The Clerk will download a new cache of data by the end of the month before Cllr Jones arranges to move the VAS 180 degrees to record cars entering the village from the South. The Clerk will send Cllr Walker the archived data and Cllr Walker will conduct analysis of the results.

#### **4. Burial Grounds**

##### **a) Parish Cemetery**

All the long meadow grass at the cemetery has now been cleared into a trailer, kindly provided by Cllr Edward-Heathcote. The Parish Council would like to thank all the volunteers who helped clear grass from the site.

Kirkby Fleetham Primary School has erected a number of bird boxes in the Parish Cemetery.

Cllr Walker completed a detailed cost analysis on the Burial fees, and circulated this to Councillors in advance of the meeting. Following a discussion, it was proposed by Cllr Jones and seconded by Cllr Walker to increase burial fees by 15%, in line with inflation over the preceding 2 years. Councillors voted 4 to 1 in favour of the proposal. Fees are to be reviewed in 12 months. The Clerk will check if the Parish Burial Authority bank account can earn interest as it is not public funds.

Cllr Walker is to source a "No Dogs Allowed" sign for the Parish Cemetery.

##### **b) St Mary's Churchyard**

The Churchyard requires maintenance as the contractor mowing equipment has been out of service in recently weeks. It is now back in working order and remedial ground works will be undertaken shortly.

The Friends of St Mary's Churchyard group is arranging a working party to tidy the churchyard.

##### **c) St Andrew's Churchyard**

There were no matters raised.

#### **5. Correspondence**

NALC Chief Executives Bulletins (0110/23), NALC direct election to Larger and Smaller Councils' committees (0209/23), The Rural Bulletins (0310/23), NYC bulletins (0410/23), White Rose Updates (0510/23), Training E-Bulletins (0610/23), Letter - D Day 80 (0710/23), Parish Precepts 2024/25 (0810/23), YLCA Information Bulletin (0910/23), Housing Strategy consultation (1009/23), YLCA Law and Governance Bulletin (1110/23), The Rural Bulletins (1210/23), Storm BABET (1310/23), NYC Emergency Resilience presentation (1410/23).

These were all circulated via email.

##### **D-DAY 80<sup>th</sup> Anniversary**

The Parish Council has received new official guidance (Version 110) document for the 80th anniversary of the D-Day landings on 06 June 2024.

The guidance has been forwarded to the Community Working Together Group to discuss possible coordinated activities at the January meeting. Councillors agreed that this should be an item for the next agenda. The Clerk has notified the Pageantmaster that the Parish will take part in D-Day 80 by lighting a Beacon.

##### **Housing Strategy Consultation**

North Yorkshire Council has just commenced consultation on its Draft Housing Strategy: 2024-2029.

Consultation on the draft strategy is until 11th December and responses to the strategy can be completed via an on-line survey.

The Councillors agreed that the changes do not explicitly affect the Parish and will not complete a collective response.

### **Citizens Advice**

In the Hambleton district in 2022-2023, Citizens Advice helped 1,593 individuals with 8,409 problems. In Kirkby Fleetham with Fencote Parish, they helped 17 people.

Cllr Jones will draft an article for InfoNet to highlight the work of Citizens Advice and to signpost fundraising activities .

## **6. Finance**

### **a) It was resolved to pay the following and the payments were signed accordingly:**

<b>Chq</b>	<b>Amount</b>	<b>Payee</b>	<b>Service</b>
BACS		N.Lowe	Wages for October
BACS	£381.60	CE & CM Walker Limited	Parish Grass Cutting - Inv 23304
BACS	£90.00	AW Dick	Burial ground cut and strimmed
BACS	£15.00	AW Dick	Parish cut
BACS	£1200.00	V.Arrowsmith	Heritage consultant fees - Inv 2023-24 019
BACS	£150.00	HMRC	PAYE Income Tax (Jul-Sep 23)

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

### **b) Income:**

There has been £675.00 income for this month.

## **7. Planning**

### **a) Applications**

None

### **b) Outcomes**

None

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

The following had all been circulated for consideration prior to the meeting:

- a) Community Emergency Plan** – It was agreed to defer consideration of the Community Emergency Plan to the next Parish Council meeting.
- b) GDPR General Privacy Notice** – Cllr Jones proposed that the updated GDPR General Privacy Notice as of October 2023 be accepted and adopted by the Parish Council immediately, which Cllr Lamperd seconded. It was resolved to adopt the GDPR General Privacy Notice.
- c) GDPR Privacy Notice, Staff, Councillors, Role Holders and Volunteers** – Cllr Jones proposed that the updated GDPR Privacy Notice, Staff, Councillors, Role Holders and Volunteers as of October 2023 be accepted and adopted by the Parish Council immediately, which Cllr Lamperd seconded. It was resolved to adopt the GDPR Privacy Notice, Staff, Councillors, Role Holders and Volunteers.
- d) Freedom of Information and Publication Scheme** – Cllr Jones proposed that the updated Freedom of Information and Publication Scheme as of October 2023 be accepted and adopted by the Parish Council immediately, which Cllr Lamperd seconded. It was resolved to adopt the Freedom of Information and Publication Scheme.

## **9. Lychgate - National Lottery Heritage Grant**

Cllr Walker received the following lychgate status update from Harland Builders: "The order for the stone is with the quarry, a couple of items have been received so far and are being dressed as they arrive. Waiting on coping stones, they will be chased up, they have another week in their order schedule for the remainder".

The Project sub-committee met by zoom call on 16th September and plans for Project evaluation, volunteer agreements, oral history gathering, arrangements for the gathering of school children for environmental

work, etc. were all progressed. The school children have now attended four events in the cemetery, St. Andrew's and at the Glade Trust site. Bird feeds and other creature boxes are in place and wildflower seeds plugs have been sown in plugs for planting out next Spring.

Oral history interviews and recordings have been carried out on two local residents and a further one is planned soon.

#### **10. Parish Precept 2024/2025**

The financial statements were circulated to the Councillors ahead of the meeting. The Councillors agreed to defer the Parish Precept decision to the November 2023 meeting. The Clerk will update the Council again to provide a synopsis of the Parish Council account income, expenditure and anticipated expenditure for 2023/24 ready to inform the decision for setting the 2024/25 precept.

#### **11. Solar Farm Grants**

There were no new grant applications.

#### **12. Any Other Business**

##### **Village Green**

A subcontractor who was working at The Close drove over the Village Green and got stuck in the soft ground. This incident has caused much damage to the area of Village Green concerned.

The Councillors agreed for the Clerk to write a formal letter of complaint to Broadacres Housing Association to inform them of the sub-contractors' irresponsible actions and seek reparation of the damage to the Village Green.

##### **Lumley Lane**

Highways have replaced the degraded posts holding the 30mph speed signs. A number of the surface drain covers also require remedial works. It was agreed for the Clerk to inform Highways. Cllr Herbert will take photos of the drains to accompany the notification.

##### **Community Minibus**

The Bedale minibus is planned to be hired to take 14 retired residents on an outing with a visit to Whitegates Nursery and Cafe. A mutual date is currently being decided upon, and will be during November/December.

The intention being to make such an outing a regular event throughout the year initially upon a bi-monthly basis, and maybe even monthly to a differing venue. This could range from visits to Saltburn-by-the-Sea and to the Lake District.

##### **Lets Talk Transport Survey**

The planned date for the publication of the 2023 Let's Talk Transport survey conclusions is awaited.

##### **Bus Fares**

The Government says that the cap had been due to rise to £2.50 but will instead remain at £2 and continue until 31 December 2024 because of HS2 funding diverted to the new Network North plan.

**The meeting closed at 9:27 p.m.**

**Date of Next Meeting: 16 November 2023.**