

Kirkby Fleetham with Fencotes Parish Council

Minutes of meeting – 23 June 2022 at 7.30 pm.

Present: Parish Councillors: Mr Jones, Mr Walker, Mrs Herbert, District Councillor Phillips and County Councillor Wilkinson. 1 resident.

Issues raised in the 10-minute session:

Buses

A number of residents have complained to Councillors that there have been no buses running in the Parish whilst Yorkshire Water conducted works on Scruton Road, which was closed for the road for 10 days, between 13 – 22 June 2022. Cllr Wilkinson informed the Council that the issue has already been raised with NYCC, and Yorkshire Water will be challenged over the issues.

The Clerk will write to Street Wise via Highways and the local bus companies to complain about the loss of the Local Bus Service during the road closure.

1. Apologies

There were no apologies.

2. Minutes of the Parish Council Meeting held on Thursday, 19 May 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

Dog Waste Bin

Hambleton District Council have supplied and sited a new dog/litter bin in Little Fencote.

4. Burial Grounds

a) Parish Cemetery

Minutes of the Extraordinary Burial Authority Meeting held on Monday, 02 May 2022 were accepted as an accurate record of the meeting proceedings and signature agreed upon.

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

The Clerk has received a complaint from a family member of a grave in the Parish Cemetery, that memorial adornments have been damaged and gone missing. The Parish Cemetery groundsman has been out of the country, and unaware to the Parish Council, that the Parish's grasscutter has cut both the long and short grass. The Parish Council believe this may have inadvertently damaged some items at the Parish Cemetery but cannot comment for certain. The family would like to be financially compensated for the missing/damaged items.

Although care will always be taken in the ground maintenance, the Burial Authority Regulations state that items are not to be placed in a way that may interfere with the ground maintenance and therefore the Council unanimously agreed to reject the request for compensation. Cllr Jones will draft a response letter to the family.

The Parish Cemetery groundsman has now returned and has resumed responsibility for cutting the short grass.

b) 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 will wait for a reply before progressing further with the fence.

Cllr Herbert is to meet with St Mary's Churchyard groundsman to discuss the time completion and scale of the spring meadow cut.

c) St Andrew's Churchyard

The Clerk wrote to Planning at Hambleton District Council to request the planning application for St Andrew's to be deferred until the local community has been consulted and provided with further information from the Diocese of Leeds from which to make a more informed decision. Planning has confirmed receipt of the letter but not if they will defer the application or not. The Clerk will contact planning to find out.

Cllr Phillips has confirmed that the planning application is to be heard by the full planning committee; open to the public. The date of which is yet to be confirmed.

After a letter from the Parish Council to the Diocese of Leeds demanding consultation on the change of use of St Andrew's church. The Clerk has received the St Andrew's Pastoral Scheme, Process Notes and Public Notice from the Church Commissioners for England. The Public Notice has been sent to the local community by InfoNet and has been uploaded to the Parish Council's website along with the Scheme and Process Notes. The notices have been printed and are on show in the Village Hall.

A drop-in session will take place on 11 July 2022 at Kirkby Fleetham, Village Hall between 3 and 7 pm at which members of the Commissioners' and Diocesan staff will be available to answer any questions those attending may have about the proposals. Individuals will then have until 22 July to submit a representation to the Diocese.

A team that document closed churches have been in touch. They want to photograph the stone and metal works in St Andrew's church. Cllr Herbert will pass the details onto the local history group and churchwarden to coordinate the visits.

Hambleton District Council recently conducted a stability test of memorials at St Andrew's. During which 36 memorials were laid flat. Parish Councillors have now met with the Corporate Facilities Manager at HDC to discuss the issue. Hambleton District Council has commissioned a memorial mason to help prepare a full report on the memorials that were laid flat, which will then support the preparation of a recovery plan. The Parish Council has been invited to contribute to the development of the HDC approach.

The memorial of Flight Cadet Wright is damaged and requiring of repairs. The Commonwealth War Graves Commission has been informed of the damage via HDC. The Commissions Regional Manager has been updated as a matter of urgency.

5. Correspondence

Cycle Safety Event on June 4th (0106/22), The Rural Bulletins (0206/22), NYCC bulletins (0306/22), North Yorkshire Police, Fire and Crime Commissioner - reminder of meeting (0406/22), White Rose Updates (0506/22), YLCA Webinar Training information (0606/22), Local Council Powers, S137 and General Power of Competence Webinar (0706/22), Resilience and Community Emergency Planning, Senior Resilience and Emergencies Officer, North Yorkshire Council Webinar Session (0806/22), Richmond (Yorks) ACC - Monday 6 June 2022 (0906/22), Training E-Bulletins (1006/22), YLCA Hambleton Branch Annual Meeting (1106/22), Invitation to PTC briefings June 2022 (1106/22), 20s Plenty June ZOOM reminder (1206/22), Play Area Inspections (1306/22), YLCA Conference 23 September 2022 (1406/22), YLCA Webinar Training Programme August and September 2022 (1506/22), Notes from meeting with Zoe Metcalfe Police, Fire & Crime Commissioner for North Yorkshire (1606/22), Come Join Commissioner Zoë's Safeguarding Workshop (1706/22), 20s Plenty June update (1806/22).

These were all circulated via email.

Highways Meeting:

The Council hasn't received a response following Cllr Wilkinson's request for a meeting with Highways, Kirkby Fleetham Village School, Safety Team & Travel Awareness, Highways and Transportation and the Parish Council to discuss the Parish's traffic issues. The Clerk and Cllr Wilkinson will chase to arrange the meeting.

6. Finance

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

Chq	Amount	Payee	Service
357		N.Lowe	Wages for April to date
360	£273.60	CE & CM Walker Limited	Parish grass cutting
358	£305.52	Hambleton District Council	Supply and site dog bin
359	£138.00	HMRC	Q1 Income tax

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

b) Income:

There has been £490.00 of income for the Burial Authority.

c) BACS Payment Services

The Parish Council is in receipt of the Community Grant Fund. Some of the grants have been large sums and some merchants will not accept cheques. The Council discussed the option of adding BACS payments to enable the Council's account to enable these larger payments to be sent.

The Council agreed for the Clerk to contact the local auditor to ask for advice on the service and recommendations of best practices.

7. Planning

a) Application

No planning applications

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) **Standing Orders** – Cllr Walker proposed these should be accepted and this was seconded by Cllr Herbert. It was resolved to adopt the Standing Orders.

b) **Terms of Reference – Standing Committee; Parish Council Meetings** – Cllr Jones proposed these should be accepted and this was seconded by Cllr Walker. It was resolved to adopt the Terms of Reference.

c) **Terms of Reference – Sub-Committee; Burial Authority Meetings** – Cllr Jones proposed these should be accepted and this was seconded by Cllr Walker. It was resolved to adopt the Terms of Reference.

d) **Business Continuity Plan** - Cllr Jones proposed these should be accepted and this was seconded by Cllr Herbert. It was resolved to adopt the Business Continuity Plan.

9. Playground

The Parish Council held a meeting with landowners on 27 May 2022 to use a proportion of the 'Show Field' for a playground for the village. The Council and landowners agreed in principle on the location

and size of the plot (half an acre), agreed on a 25-year lease agreement length and agreed that it would be a tenancy agreement based on agricultural rates. It would be an annual equalised lease payment, charged across all years (same charge year 1 as year 25). The figure per annum would be the figure determined by the current standard agricultural charges, to be provided by local Estate Agents.

Once the conclusion of the meeting outcomes has been agreed upon in writing, the next step would be to engage with legal representation to draw up a formal lease agreement.

The Clerk will confirm this information to the landowners in writing.

10. Solar Farm Grants

The Parish Council discussed an update of the selected projects for further development. Primarily, Lych Gate, Ground Works at St Mary's church, Vehicle Activated Sign and Goal Posts.

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.

Cllr Walker is to summarise the Lychgate proposal and send it to councillors with timescales.

11. North Yorkshire Council – PTC Briefing

The new council for North Yorkshire are inviting parish and town councils and parish meetings to attend a second online briefing to update councils further on the transition to North Yorkshire Council, the new unitary council for North Yorkshire.

Cllr Jones recommended that each Councillor attend the meeting as the new council will update the Council on the progress being made to establish the unitary council as well as further information on the development of a new Parish Charter and plans for double devolution. There will also be an opportunity to ask questions.

12. Any Other Business

Co-Option of Councillor

The two Parish Councillors vacancies were published but the Council didn't receive any applications.

The Council will look at the rules for co-opting a Councillor now the deadline has passed for internal recruitment and seek to re-publish the vacancies in September.

Beacon Event

The Parish Council would like to publicly thank Anne Herbert, the Feast Committee, Kirkby Fleetham Village Hall, Friends of the School and the WI for the great success of the event.

The meeting closed at 9:15 pm.

Date of Next Meeting: 21 July 2022.