

Kirkby Fleetham with Fencotes Parish Council

Minutes of meeting – 18 May 2023 at 7.30 pm.

Present: Parish Councillors: Mr Jones, Mr Walker, Mrs Herbert, Mr Lamperd and 1 Resident.

1. Apologies

Mrs Edwards-Heathcote and County Councillor Wilkinson.

2. Election of Chairperson

Cllr Herbert proposed Cllr Jones and was seconded by Cllr Walker. This was agreed upon unanimously.

The Councillors thanked Cllr Jones for his excellent work for the last 12 months since becoming Chairperson.

3. Election of Vice-Chairperson

Cllr Herbert proposed Cllr Walker and was seconded by Cllr Jones. This was agreed upon unanimously.

4. Minutes of the Parish Council Meeting held on Thursday, 20 April 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 Lamperd.

5. Matters to Report

VAT

The Parish Council can reclaim VAT via the 126 claim form. A claim must be for a period of at least one calendar month and must end on the last day of a calendar month. If it is for less than £100, it must cover a period of at least 12 months.

The Councillors agreed for the Clerk to complete the VAT claim quarterly, assuming the threshold of £100 is met. Failing this, the VAT claim will roll over to the subsequent quarter.

Parish Council Website

The Parish Council website has upgraded to the next level of storage capacity. The website manager pays for the Parish website services in advance. The Parish Council was last invoiced in January 2019, in future the costs are to be invoiced annually. The Parish Council will engage with primary users of the website, to contribute towards the cost of maintaining this service, inclusive of retrospective charges.

Vehicle Activated Speed Sign (VAS)

The Clerk has extracted the data from the VAS; there is 2 months' worth of data missing from the archive. The Clerk will contact the supplies to ask if the VAS holds the data for a predetermined period of time, or if the data can be recovered. The Clerk will share the known data with Cllr Walker and together they will analyse the data, with a view of presenting this data in a format that can be readily understood, in order to inform decisions relating to road safety concerns.

Harmonisation of Council Tax Bills

County Councillor Wilkinson provided the Parish Council with a detailed response to the resident-raised questions on the charges associated with the harmonisation of Council Tax bills in the Hambleton area. This was in the format of a historical news release article published by the North Yorkshire Council. The Clerk has forwarded the response to the resident. The council noted the possible wider interest of this information and agreed that it should be shared more extensively within the parish. Cllr Jones will organise for the information to be publicised more widely.

The Coronation of His Majesty The King

An Oak tree was planted on the Village Green, Great Fencote to mark the Coronation of His Majesty King Charles III. Councillors agreed for Cllr Herbert to source a plaque for the tree at a cost not to exceed £50.00.

Parish Charter

The Clerk will contact County Councillor Wilkinson to enquire when North Yorkshire Council will formally accept the Parish Charter.

North Yorkshire Council Standards Arrangements

The North Yorkshire Council Code of Conduct for Members, Standards Committee Complaints Procedure, Assessment Criteria and associated documents has been uploaded to the Council's website after the Parish Council adopted the North Yorkshire Council policies. These arrangements set out how a member of the public may make a complaint that an elected or co-opted member of the Parish Council has failed to comply with that Council's Code of Conduct for Members.

6. Review of the Council's Policies, Procedures and Practices

The Kirkby Fleetham with Fencotes Parish Council Policy and Procedure Action Plan was reviewed. The plan outlines the current policies in place and when each policy was first published, the current author/owner and the impending review dates of policies.

The Councillors all agreed to the plan and upcoming phased review dates.

7. Burial Grounds

a) Parish Cemetery

The pothole at the cemetery entrance has been repaired and the four heaped graves will be levelled shortly by the original gravediggers.

Regency Graphics Print Services has acknowledged receipt of payment for the Parish Cemetery roadside entrance sign and it is now in production.

The Councillors agreed to further investigate additional ground works at the cemetery. This is in the form of the installation of wooden posts or stone bollards on either side of the hard-standing entrance in an attempt to minimise kerb damage and to establish a hardstanding bin area beyond the pedestrian gate after or concurrent with the build of the Lychgate.

b) St Mary's Churchyard

No updates

c) St Andrew's Churchyard

The Local History Group requested that the Parish Council contact the Church Commissioners' Office for an official update on the moving of headstones and the proposed convening of a public meeting. The Councillors agreed and Cllr Jones will draft a letter.

8. Correspondence

NALC Chief Executives Bulletins (0105/23), 20s Plenty for North Yorkshire news (0205/23), The Rural Bulletins (0305/23), NYCC bulletins (0405/23), White Rose Updates (0505/23), Training E-Bulletins (0605/23), Council tax harmonisation (0705/23), Lumley Lane, Kirkby Fleetham (0805/23), YLCA Law and Governance Bulletin May 2023 (0905/23), Smelt Charity (1005/23), YLCA Law and Governance Bulletin (1105/23), The Government's Planning Reforms (1205/23), Common Land and Village Green Webinar (1305/23).

These were all circulated via email.

Also circulated 'Clerks and Councils Direct May 2023 Issue 147 (1405/22).

Smelt Charity

Historically a representative from the Parish Council has been appointed as a trustee of the Leonard Smelt and Thomas Tennant Charity. The Charity is now in a position to fill the vacant position. The Councillors nominated Cllr Walker. The Clerk is to inform the Clerk to the Trustees of Cllr Walker's nomination.

Bus Shelter

A resident notified the Clerk that the gutter on the bus shelter, Kirkby Fleetham is full of debris and that there appears to be a roof tile broken. The Council will investigate.

9. Finance

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

Chq	Amount	Payee	Service
BACS		N.Lowe	Wages for May
BACS	£297.60	CE & CM Walker Limited	Parish Grasscutting - Inv 23026
BACS	£95.00	AW Dick	Burial ground cut and strimmed
BACS	£403.58	ME Wilson	Parish website costs
BACS	£224.69	A.Herbert	King Charles Coronation Crest Mug - Inv 5191
BACS	£50.00	A.Herbert	King Charles Coronation Oak Tree
BACS	£3717.00	Swarco	VAS - Inv 900185082
BACS	£240.00	RGPS Print	Parish Cemetery Sign - Inv NA-10747

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

b) Income:

We have received the 1st part of the Parish Council precept, £3,900 this month.

c) Financial Statements 2022/2023

The internal auditor has the Annual Governance and Accountability Return (AGAR) forms and work remains ongoing. The Annual Internal Audit Report 2022/23 will be complete by the June Parish Council meeting.

The default submission deadline for the 2022/23 reporting season is Monday 3 July 2023.

10. Planning

a) Application

ZB23/01019/FUL: Demolition of existing outbuildings and construction of replacement dwelling with associated parking

Location: Moorhills Lumley Lane Kirkby Fleetham Northallerton

Applicant: Mr & Mrs D Garner

The Councillors had no objections.

21/01362/FUL: Proposals for the installation of a solar photovoltaic array/solar farm with associated infrastructure

Location: OS Field 6800, Fence Dike Lane, Scruton

Applicant: Lightrock Power Ltd

Cllr Walker will attend the hearing of the appeal on 31 May 2023 with the intention of speaking at the hearing. This will reinforce concerns about the build of the solar farm being on agricultural Grade 2 land, the best and most versatile agricultural land which is a finite resource for food security. Along with the industrialisation and urban expansion of the area north of Leeming Bar village.

b) Outcomes

23/00289/FUL: Extension of existing village hall

Location: Village Hall The Green, Kirkby Fleetham

Applicant: Mrs Lesley Bottomley

Application granted

11. Lychgate - National Lottery Heritage Grant

The National Lottery Heritage Fund (NLHF) has awarded a grant to the Parish Council for a project titled Commemorative Garden Space. The project primarily consists of constructing a Lychgate at the Parish Cemetery and working in collaboration with the local History Group and the local Primary School to develop an oral history programme and involve the school in active participation in the project and in awareness of associated environmental issues.

Cllr Walker reported that the first NLHF payment, based on 50% of the grant, has been applied for and is due to be paid very soon, subsequent second payment, based on 40%, will follow when actual expenditure against the first payment is demonstrated. Cllr Walker will work closely with the Parish Clerk in monitoring receipts and expenditures against the grant.

Cllr Walker has provided a first draft of a project plan which will now be developed including a forecast timeline for activities and expenditure on a quarterly basis.

The selected Lychgate Contractor A has been contacted and has confirmed that the tendered price remains valid, they will advise on planned dates for commencement but indicate construction should start during the summer of 2023.

Periodic meetings will take place with parties participating in the project. The first such meeting is planned by the Parish Council, History Group and the nominated heritage consultant to set up oral history training.

12. Solar Farm Grants

The Clerk has published a list of grant applications received with a detailed breakdown. The Clerk will update the document to detail the application progress and publish the table on the Parish website.

13. Any Other Business

Defibrillator

The Council will survey potential locations to site a defibrillator within the Fencotes. Once a site(s) have been identified, permission from land/homeowners will be sort.

Highways

There is a planned road closure of Lumley Lane, Kirkby Fleetham. The Closure will be in place for a period of 10 hours between 07:30 - 17:00 on 24 July 2023. The closure will be staggered and moved as work progresses and indicated by the placement of traffic signs and local alternative routes

The Road Closure and any associated Diversion Routes can be viewed using this URL link <https://one.network/?tm=133945666>

The meeting closed at 9:23 pm.

Date of Next Meeting: 15 June 2023.