

Kirkby Fleetham with Fencotes Parish Council

Minutes of meeting – 20 October 2022 at 7.30 pm.

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

There were no issues raised by residents

1. Apologies

District Councillor Phillips

2. Minutes of the Parish Council Meeting held on Wednesday, 28 September 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 Hebert.

3. Matters to Report

Highways

The Parish Councillors have identified bespoke road safety concerns in respect of reducing risk and achieving vehicle speed reductions within the parish. A draft letter from the Parish Council to Highways detailing action points and next steps was circulated before the meeting. It was agreed to amend elements of the letter before the Clerk will forward it to Highways.

Defibrillator Pads

The adult pads for the Parish Council defibrillator have expired. The Clerk will secure quotes for replacement pads and inform Parish Councillors of the costs. Due to the urgency of replacing the pads it is envisaged that a decision to purchase will be agreed out of committee and expenditure ratified at the next Parish Council meeting.

Flagpole Maintenance

The Clerk contacted Harrison Flagpoles to arrange a time and date for the pole to be serviced. Unfortunately, the maintenance manager is on annual leave and will contact the Clerk when they return to work.

4. Burial Grounds

a) Parish Cemetery

The external funding officer contacted the Clerk for the remaining information to support the Council's grant application towards the lychgate. The application is expected to be submitted shortly.

Councillors arranged for a working party to tidy the Parish Cemetery on 1 November 2022. Cllr Herbert will engage with the boundary landowner to ascertain when the hedgerow will be cut.

Cllr Walker presented options to the Council for the 'Parish Cemetery' signage. The Councillors agreed to a smaller number of options. Cllr Walker is to obtain updated quotes.

b) St Mary's Churchyard

The Council is still waiting for a contractor to visit St Mary's to quote a price for the proposed plans to erect a fence alongside the churchyard from Kirkby Fleetham Hall.

The Clerk will contact the groundsman for St Mary's to enquire when the last cut of the year is to be conducted.

c) St Andrew's Churchyard

The removed memorial stone marking a double grave has been replaced by a new one and carefully positioned in its original space.

As at 1 October 2022 the Bishop of Leeds published his views on the comments received within the notice period. Recipients had until 12 October 2022 to submit further comment in light of the Bishops reply. The Parish Council made further comments to the Diocese before the 12 October 2022 deadline.

The Diocese confirmed to the Council that now they had received the comments of the Bishop, the Commissioners will decide, on the basis of the written representations, whether oral representations will be heard, or the case considered on the papers alone. The Diocese's Mission, Pastoral and Church Property Committee would be considering the representations made about this draft scheme at its meeting on Thursday 20 October and they will confirm as soon as we can if an oral hearing is to be held.

5. Correspondence

Cut backs to Christmas events, lighting/decorations and/or bonfires (0110/22), The Rural Bulletins (0210/22), NYCC bulletins (0309/22), NALC Chief executive's bulletins (0410/22), White Rose Updates (0510/22), YLCA Hambleton Branch meeting 19 October 2022 (0610/22), Law and Governance October Bulletin (0710/22), 20s Plenty questions for Police Fire and Crime Commissioner (0810/22), Request for Phase One of 20s Plenty roll-out in North Yorkshire (0910/22), Training E-Bulletins (1010/22), Increased Activity RAF Leeming (1110/22).

These were all circulated via email.

Women's Institute

The Kirkby Fleetham Women's Institute has purchased daffodil bulbs in memory of four members who have died over the past couple of years. The Council have accepted a small donation of around 75 bulbs for the Council to plant in Kirkby Fleetham; with a similar number for the Fencotes.

Memorial Bench

A resident requested a memorial bench to be placed on the village green for their late father. The Councillors agreed to the Family's request, as long as the family placed the bench and ensured that the bench is loose, not mounted on a plinth of any sort, and does not cause an obstruction. The family must retain ownership of the bench and are responsible for its maintenance. The Council reserve the right to remove and dispose of the bench, without notice, if the bench becomes a health and safety issue.

6. Finance

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

Chq	Amount	Payee	Service
366		N.Lowe	Wages for Oct

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

Chq	Amount	Payee	Service
367	138.00	HMRC	Q2 Income tax
368	273.60	CE & CM Walker Limited	Parish grass cutting Inv 22301
371	360.00	PFK	Review of AGAR for the year ended 31 March 2022

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

b) Income:

There has been £296.00 income received. £66.00 for the Parish account and £230.00 for the Burial Authority account.

c) Parish Precept

The financial statements were circulated to the Councillors ahead of the meeting. The Councillors agreed to defer the Parish Precept decision to November 2022 meeting. The Clerk

will update the Financial Statements again for the meeting to provide a detailed update of accounts and the anticipated expenditure for 2022/23 ready to inform the decision for the 2023/24 precept.

d) BACS Payment Services

BACS payments are enabled on the Council's account. The Clerk will develop a BACS Payment Policy and update the Council's Financial Regulations to reflect new payment systems before the Council will start to use the service.

7. Planning

a) Application

None

b) Outcomes

Proposal: 22/01930/FUL: New porch and single storey rear extension replacing existing flat roofed extension.

Location: 5 St Marys Terrace Kirkby Lane Kirkby Fleetham

Applicant: Mrs F White

The decision on this proposal was Granted

8. Playground

Cllr Jones contacted the landowners and has arranged to meet with them to discuss taking forward the playground project on the show field.

9. Risk Assessment

The risk assessments are due to be undertaken over the course of the next month. The Clerk will circulate blank forms for the Burial Ground, St Mary's church and other assets to each Councillor in preparation.

a) Tree Management

It was agreed for the Clerk to contact a local arborist to review the trees under the responsibility of the Parish Council. With the intent of removing the basal shoots / suckers around the base of the trees for the trees situated on Kirkby Fleetham village greens and the three lime trees in Great Fencote, along with lifting the crown of trees and removing any dangerous growth and any obstructions to signs or highways.

10. Solar Farm Grants

The Parish Council discussed an update of the selected projects for further development. Primarily the Vehicle Activated Sign, Goalposts, St Mary's church bench and Village Hall external decoration.

After considering the options and quotes, it was proposed by Cllr Herbert and seconded by Cllr Jones to purchase a 5ft Hard Oak bench for St Mary's church, at a cost not to exceed £500.

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

The Council has published the two Parish Councillors vacancies in the Social News. A draft letter advertising the vacancies has been produced. The Clerk will transfer the letter content into the Parish Council template format and circulate it to the Councillors. The intent is that the letter will be printed and delivered to each household in the Parish, in order to reach an inclusive larger audience.

12. Any Other Business

External Auditor Report and Certificate 2021/22

The external audit has been completed and the certificate received. The Clerk will publish the certificate on the Parish website along with the notice of the conclusion of the audit. The notice of conclusion will also be published on the Parish's noticeboards.

The meeting closed at 10:11 pm.

Date of Next Meeting: 17 November 2022.