

# Kirkby Fleetham with Fencotes Parish Council

**Minutes of meeting – 16 November 2023 at 7.30 pm.**

**Present:** Parish Councillors: Mr Jones, Mrs Herbert, Mrs Edwards-Heathcote, Mr Lamperd, North Yorkshire Councillor Wilkinson and 1 resident.

Residents raised no issues.

## 1. Apologies

Cllr Walker.

2. **Minutes of the Parish Council Meeting held on Thursday, 19 October 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 Edwards-Heathcote.

## 3. Matters to Report

### The Close

The Clerk has spoken to the area Property Surveyor, Broadacres who is to investigate whether the Close, Kirkby Fleetham falls under Broadacres' responsibility.

### Urban Grass Cutting 2023/24

The Clerk has invoiced North Yorkshire Council to arrange payment for £377.20.

### Jubilee Plaque

The replacement plaque has arrived to mark Her Majesty Queen's Platinum Jubilee.

### Trees on Kirkby Lane

Highways are yet to respond to the Clerk's email. Cllr Wilkinson requested that the Clerk forward the email and Cllr Wilkinson will hasten a Highways response.

### Vehicle Activated Speed Sign (VAS)

The Clerk downloaded a new cache of data. Cllr Jones has moved the VAS 180 degrees to record cars entering the village from the North. Cllr Walker analysed the results and circulated them to the Council before the meeting.

### Lumley Lane

The Clerk received photos of the surface drain covers that may require remedial works and has forwarded them to Highways.

### Village Green Repairs, Kirkby Fleetham

Broadacres met with their contractors (PH Jones) on 9 November. They admitted liability and confirmed that the damaged area of green in question will be levelled and reseeded.

### Citizens Advice

An article was created and sent via InfoNet to highlight the work of Citizens Advice and to signpost fundraising activities.

### Community Transport

The possible amalgamation of Local Bus Service 53 and 54 is not to go ahead.

## 4. Burial Grounds

### a) Parish Cemetery

Cllr Walker has sourced a "No Dogs Allowed" sign for the Parish Cemetery.

During a routine inspection, the Council identified a grave that had dropped below ground level. The Clerk is to contact the undertakers and request that the grave be re-levelled. At their earliest opportunity.

The Clerk will contact the Parish Council's contractors to cut the inside and outside of the hedgerow boundary.

A mole infestation has been reported. The Clerk is to task the pest controller to resolve the issue.

**b) St Mary's Churchyard**

A working group, consisting of Friends of St Mary's Churchyard and Parish Councillors assembled on Saturday 21 October to tidy the churchyard.

**c) St Andrew's Churchyard**

There were no matters raised.

**5. Correspondence**

NALC Chief Executives Bulletins (0111/23), Self-build and Custom Housebuilding Register - consultation (0211/23), The Rural Bulletins (0311/23), NYC bulletins (0411/23), White Rose Updates (0511/23), Training E-Bulletins (0611/23), North Yorkshire Council, Let's Talk Money (0711/23), Polling District Review consultation (0811/23), YLCA Information Bulletin (0911/23), A new local plan for North Yorkshire (1011/23), YLCA Law and Governance Bulletin (1111/23), The Rural Bulletins (1211/23), Closed Church of England Churchyards (1311/23), Additional Flying RAF Leeming (1411/23), Kirkby Fleetham PC request Highways (1511/23), 2024/25 Parish Precept Calculator (1611/23), Introductory Webinar for the North Yorkshire & York Local Nature Recovery Strategy (1711/23).

These were all circulated via email.

**Polling District Review Consultation**

North Yorkshire Council launched a four-week consultation into Polling Districts and Polling Places in North Yorkshire. The council wanted to seek views from members of the public on the proposals. Particularly to engage with those who have specific needs and may find it difficult to travel to/access their local polling station.

To give the Parish's residents the opportunity to contribute to the consultation, the information was published on InfoNet, with the link to access the consultation.

**6. Finance**

The National Joint Council for Local Government Services (NJC) has agreed and published the new rates of pay applicable from 01 April 2023. Parish Council are to implement the pay awards with immediate effect and to pay the Clerk due back pay for Apr-Oct inclusive in accordance with the pay agreement.

Yorkshire Local Councils Associations informed the Clerk that the Parish Burial Authority bank account can legally earn interest. Over the coming months, Cllr Jones and the Clerk will discuss possible options with the Parish Council's current bank.

**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 (incorporating back pay)
BACS	£148.80	CE & CM Walker Limited	Parish Grass Cutting - Invoice 23359
BACS	£65.00	AW Dick	Burial ground cut and strimmed
BACS	£339.00	K.Smith	iPad for heritage group
BACS	£750.00	V.Arrowsmith	Heritage consultant fees - Invoice 2023-24 021
BACS	£172.50	R. Richards	Mowing and strimming at St Mary's.
BACS	£96.00	GladeTrust	Nest boxes for heritage group Invoice #0000002

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

**b) Income:**

There has been £863.00 income for this month.

**7. Planning**

**a) Applications**

**ZB23/02117/FUL:** Creation of a first-floor extension to form an additional bedroom

**Location:** Fairfield House, Hergill Lane, Little Fencote, Northallerton

**Applicant:** Mr John Cook

On the applicant's Planning & Design drawings, there are no dimensions in order to determine the scale of the extension. The lack of dimensions in this instance can be overcome, as the first-floor extension can be viewed as part of the existing building.

The extension respects the materials and detailing of the surrounding built environment and should not cause harm to the street scene or adversely impact neighbour amenities.

Accordingly, the Parish Council has No Objections.

**ZB23/02156/MRC:** Modification of Condition 2 (Approved Plans) to previously approved application ZB23/01019/FUL

**Location:** Moorhills, Lumley Lane, Kirkby Fleetham, Northallerton

**Applicant:** Mr And Mrs D Garner

On the applicant's Planning & Design drawings, there are no dimensions in order to determine the scale of the extension and modification. With dimensioned drawings, it is attainable for the Parish Council to deliver an informed decision on this application. Unfortunately, as a Statutory Body, we cannot contribute fully to this planning process due to the absence of essential information.

**ZB23/02246/CLP:** Proposed single storey rear extension and new porch to front elevation

**Location:** 3 St Andrews Terrace, Great Fencote, Northallerton, North Yorkshire

**Applicant:** Lucy Black

**Rear Extension:** The initial discussion focused on the possible need to assess the 45-degree rule to establish the impact of the proposal on the amenities of the neighbouring property (2 St Andrews Terrace). On physical inspection, a large walled gable end is already in position from the neighbouring property along the boundary. There is no requirement to assess this proposal for the loss of light in principal rooms. The Parish Council has NO OBJECTIONS to the rear extension.

**Porch:** There were some concerns regarding the large front porch. It was believed that this may break the frontage of uniform design within the terrace and that a more modestly sized porch be considered.

**b) Outcomes**

None

**8. Risk Assessments**

The Parish Council has conducted its annual risk assessments of its estate and assets. Councillors provided detailed comments from the risk assessments to the Clerk, who then formatted and published the risk assessments.

Remedial actions from the risk assessments will then be reviewed in the Spring when the weather improves. The Council are to advertise for a community working group to assist with any routine remedial actions.

The bus shelter roof may now require repair by a professional tradesman. Cllr Wilkinson will check if there are any North Yorkshire Council grants that can be utilised and Cllr Jones will look to secure quotes for the work.

Cllr Herbert is to provide quotes to the Clerk for the repair of the 'loose' headstone in St Mary's churchyard.

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

The groundwork has begun for the building of the lychgate at the entrance of the Parish Cemetery, Todd Lane, Great Fencote. A notice has been published on InfoNet to inform residents of the Lychgate build.

The planned meeting of the project group could not take place as planned on 13 November due to the unavailability of participants. A new date will be set by the Chair, Cllr Walker.

Three oral history interviews have been completed, and three more are in the pipeline.

An open day "Inspiring Memories" will be held on Saturday 20th January 2024 in Kirkby Fleetham Village Hall, where there will be stands for the three branches of the project: the Lychgate, Commemorative Garden and Oral History Project. The Oral History group requested the release of funds for a banner to be used at events throughout the project.

Kirkby Fleetham Primary School will be involved in the heritage aspect of the project through research in St. Andrew's graveyard during the spring/summer terms.

The Heritage consultant has put forward four potential organisations for project evaluation services. Cllr Walker has sent an exploratory email to each explaining the project and the limited scope and funding for evaluation and asked for interest and indicative proposals.

#### **10. D-Day 80th Anniversary Celebrations**

The Parish Council discussed a possible outline programme for the D-Day 80th Anniversary Celebrations, Thursday 6 June 2024 on Kirkby Fleetham Green.

The plan will be shared with community stakeholders at the next meeting in January.

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

The Clerk had updated the financial statement which showed that whilst there is still a healthy balance, the Parish's annual expenditure is higher than the income once the one-off income payments are taken into consideration. It was agreed that as costs are anticipated to rise annually in line with inflation it would be better addressed by a small increase.

Councillors resolved to increase the Parish Precept by £400, to £8,200 for the 2024/25 financial year.

#### **12. North Yorkshire Council, Let's Talk Money**

The North Yorkshire Council annual statutory budget consultation is live for 8 weeks until 18 December. Feedback has been requested from Town/Parish Councils as well as members of the public. Feedback is to be used to inform the Council Plan for 2024-28 as well as the budget for 2024/25.

To help promote the consultation the Parish Council has published details on InfoNet.

Cllr Jones will collate the Councillor's individual views and coordinate a single survey response from the Parish Council.

#### **13. Solar Farm Grants**

There were no new grant applications.

#### **14. Any Other Business**

##### **Community Emergency Plan**

Cllr Jones proposed that the updated Community Emergency Plan as of November 2023 be accepted and adopted by the Parish Council immediately, Cllr Lamperd seconded. It was resolved to adopt the Community Emergency Plan.

##### **Leonard Smelt & Thomas Tenant Charity**

Cllr Walker is to represent the Parish Council on the board of trustees of the Leonard Smelt & Thomas Tenant Charity at a meeting on 5 December.

##### **Community Minibus**

The Bedale Community Minibus is now fully booked, taking 12 retired residents on an outing to have Christmas dinner at Whitegates Nursery and Cafe in December.

##### **Highways Bridge Closures**

The Council requested that Cllr Wilkinson engage with Highways to arrange a meeting with them and other stakeholders in the new year to better understand the procedural arrangements enacted with bridge closures over the River Swale.

##### **Let's Talk Transport Survey**

Cllr Wilkinson will check with the Corporate Communications Team when the planned date is for the publication of the public feedback report of the 2023 'Let's Talk Transport' survey.

**The meeting closed at 10:02 p.m.**

**Date of Next Meeting: 18 January 2024.**