

Bainbridge Parish Council

Minutes of the Annual Parish Council meeting held on 14th May 2024

Present:

Parish Cllrs: James Peacock(Chair); Darren Percival; Miriam Cloughton; Cllr. Thomas Tennant; Cllr. Samantha Parfitt.

Cllr. Yvonne Peacock

Parish Clerk: Mrs Kate Kelly, also Responsible Financial Officer.

Apologies: Cemetery Superintendent : Mrs Karen Prudden.

Bainbridge Parish Council

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| 1. | Chairman reminded everyone present of the right to record the meeting although the Council would not be doing so. |
| 2. | <p><u>Election of Parish Council Chairman & Vice Chairman</u></p> <p>The Clerk sought nominations for the role of Chairman of the Parish Council.</p> <p>Cllr. Cloughton nominated Cllr. James Peacock and this was seconded by Cllr. Tennant. Everyone was in agreement and Cllr Peacock accepted the position for a further period.</p> <p>The Clerk then sought nominations for the role of Vice-Chairman of the Parish Council. Cllr Peacock nominated Cllr Darren Percival and this was seconded by Cllr Tennant. Everyone was in agreement and Cllr Percival accepted the position for a further period.</p> <p>Thanks were expressed to both Councillors for undertaking these roles for the past year and congratulations expressed on their re-election.</p> |
| 3. | <p><u>Acceptance of Office</u></p> <p>Cllr. Peacock signed the Acceptance of Office form for Chairman of the Parish Council.</p> |
| 4. | <p><u>Consideration of Apologies for Absence</u></p> <p>Mrs Karen Prudden, Superintendent of the Cemetery was unable to attend due to ill health.</p> |
| 5. | <p><u>Declarations of Interest</u></p> <p>Cllr. Peacock declared an interest in Point 7.3 of the Agenda.</p> |
| 6. | <p><u>Minutes of Parish Council meeting held on Tuesday 19th March 2024</u></p> <p>The minutes of the meeting held on Tuesday 19th March 2024 had been circulated to all Councillors and posted on the website. Cllr Cloughton proposed that they be adopted as an accurate record of proceedings and this was seconded by Cllr. Parfitt. The minutes were signed by the Chair.</p> |

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| 7. | <u>Ongoing Matters</u> |
| 7.1 | <p>Update on Leaning Tree</p> <p>The stump has now been removed and once the land settles grass seed will be sown. The replacement tree that was planted there in anticipation of the sycamore being removed now has plenty of room to grow.</p> <p>This matter is now resolved.</p> |
| 7.2 | <p>Village Defibrillator</p> <p>A new defibrillator to replace the out of commission one at Sycamore Hall has been purchased and installed outside the Village Hall in Bainbridge. The Defibrillator is working and is registered on the circuit.</p> <p>Funds were received from Cllr. Yvonne Peacock from the locality fund and generous donations were received from The Dales Rally, The Tapass Society and The Lords of the Manor. The Parish Council are grateful for the funds and the Clerk is to write to them and thank them on behalf of the Council. Thanks are also due to The Village Hall committee for allowing us to install the defibrillator on the outside of the Hall and to connect it to their electricity supply. Thanks also to Steven Teasdale who installed it.</p> <p>It was proposed that those who contributed towards the costs be invited along to have a photograph taken and this would be placed in the local press.</p> <p>Due to the generous donations received there are sufficient funds to purchase a second defibrillator and it was resolved that this will be placed in Stalling Busk. Cllr. Cloughton has approached the church in Stalling Busk and they have kindly agreed to allow us to install it on their wall. Cllr. Cloughton will liaise with Steven Teasdale regarding connecting it to their electricity supply.</p> <p>There was some concern over being able to access a telephone to call the emergency services from Raydaleside to obtain the Code to open the defibrillator cabinet as mobile phone signals can be patchy in Raydaleside. It was felt that in an emergency residents nearby could be approached to use their landline. As the defibrillator gives full instructions for use it was decided that the Code will be on the side of the cabinet and on the church noticeboard. It was felt that the risk of vandalism was not as important as the risk to life in an emergency. This ensures that the defibrillator can be registered on the circuit so that emergency services are aware that it is there and that it is always able to be accessed.</p> <p>It was resolved that the Clerk will order a second defibrillator.</p> |
| 7.3 | <p>Insurance Claim</p> <p>Cllr. Peacock did not take part in the discussion of this item.</p> <p>The Clerk has been informed by our Insurance Brokers that this matter has now been resolved.</p> |
| 7.4 | <p>YDNPA Spring Parish Forum 24</p> <p>Cllr. Peacock was intending to attend the meeting on behalf of the Parish Council but unfortunately due to a mix up with YDNPA meetings he was unable to attend.</p> <p>Notes from the meeting will be issued by the YDNPA in due course but in the meantime Cllr. Parfitt</p> |

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| | <p>who attended the meeting in her role for the National Park was able to give us an update.</p> <p>Topics discussed included an update on the local plan. There is currently a shortage of available sites for building houses and landowners are being asked to come forward with sites for consideration. Exception sites can be considered in the future for example for affordable housing.</p> <p>In future all new housing will require to be the owners principal residence.</p> <p>Ongoing projects include roads and drainage.</p> <p>The Coast to Coast bridleway section from Hawes to Garsdale is ongoing with landowners being approached for permission to cross their land.</p> <p>Protected landscapes were discussed to help nature and our climate.</p> <p>The results of the residents survey will be published in the June edition of the Dales newspaper. The greatest concerns were around second homes and AirB&Bs and also future funding for the Parks.</p> |
| 8. | <p><u>Planning applications</u></p> <p>To consider planning applications.</p> <p>None had been received.</p> |
| 9. | <p><u>Planning Decisions</u></p> <p>To receive decisions/information relating to recent planning applications:-</p> <ul style="list-style-type: none"> • Full planning permission for works comprising: conversion of two existing conjoined agricultural buildings for use for the purposes of gallery/studio for craft, art and cultural events by invitation; erection of two new buildings that contain a workshop, a staff accommodation unit (2 bed) and three short stay visitor accommodation units (each 2 bed); landscaping works, biodiversity enhancements, access alterations and car parking, all in association with the gallery/studio enterprise, (part-retrospective) at Thorns Farm, Marsett Lane, Countersett, DL8 3DE - R/52/243A – under consideration. • Full planning permission for a proposed sheep shelter at Land off Crag Side Road, Countersett, Bainbridge, Leyburn, DL8 3DD - R/52/251 |
| 9.1 | <p>National Parks Local Plan</p> <p>The work is ongoing.</p> |
| 9.2 | <p>NYC Draft Housing Strategy 2024-2029</p> <p>NYC have issued an email requesting that landowners put forward any potential sites for future development for consideration.</p> |
| 10. | <p><u>Highways matters</u></p> <p>The following updates were received regarding the issues raised at the previous meetings.</p> <ul style="list-style-type: none"> • Blocked & damaged drain on the A684 as it leaves Bainbridge towards Hawes, near Cupplesfield – this issue is still unresolved and Cllr. Yvonne Peacock has agreed to take this matter up with the highways department. • Topping stone on the Bridge near Semerwater- the small barrier is still in place and there is no progress to report • Tree cutting on roadsides in Worton, Cubeck & Raydaleside – The Parish Council received a |

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| | <p>grant from Cllr. Yvonne Peacock to assist with the costs of this and the work is ongoing.</p> <p>It was resolved to carry these matters forward to the next meeting.</p> |
| 11. | <p><u>YLCA</u></p> <p>The membership is up for renewal at a cost of £228.00 for the year.</p> <p>It was resolved that this should be renewed.</p> |
| 12. | <p><u>Insurance Renewal</u></p> <p>Our policy is due for renewal at a cost of £652.28. for the year.</p> <p>It was resolved that this should be renewed.</p> |
| 13. | <p><u>Financial Matters</u></p> |
| 13.1 | <p>The following accounts were approved for payment.</p> <ul style="list-style-type: none"> • Mrs K Kelly- Clerks salary April 24 - £190.30 • Mrs K Kelly- Clerks salary March 24 - £190.09 • Mrs K Kelly – McAfee Subscription(2yrs) - £89.99 (Hawes PC to pay half) • Yorkshire Dales Accountancy – Fees April23-March 24- £180.00 • Metcalfe Groundworks- Remove tree stump on village green - £640.00 • Metcalfe Groundworks – Cemetery – Storm damage - £680.00 • Mrs K Prudden – Cemetery- Superintendents Fees -£100.00 • AIG- Hiscox Insurance- Renewal of Premium - £652.28 • YLCA – Membership Subcription24/25- £228.00 <p>Added to Agenda</p> <ul style="list-style-type: none"> • J M Reynolds – Internal Audit - £50.00 • Teasdale Electrical- Installation of Defibrillator at Village Hall - £151.80 |
| 13.2 | <p>The following receipts were acknowledged.</p> <ul style="list-style-type: none"> • North Yorkshire Council – Precept £3255.00 • Lords Trustees Bainbridge- Donation- Defib. - £400.00 • TAPASS Society – Donation--Defib.- £500.00 • R Cloughton Family – Cemetery- Reservations- £275.00 |
| 13.3 | <p>To receive the latest bank balances and sign statements</p> <p>Copies of bank statements to 30th April 2024 were presented and signed. Current balances were reported as follows:-</p> <p>Unity Bank Account Number 20441542 £17910.19 Unity Bank Account Number 20445111 £10361.49 Unity Bank Account Number 20445124 £11298.18</p> |
| 13.4 | <p>Unity Trust Banking</p> <p>Payments are now being made using Internet Banking, the Internal Auditor noted this and is happy</p> |

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| | <p>that appropriate controls are in place. Cllr. Percival is still unable to log on and it was resolved that he and the Clerk will meet to resolve this issue.</p> |
| 11.5 | <p><u>Year End Accounts</u></p> <ul style="list-style-type: none"> • The Accounts for the year end 31st March 2024 had been circulated to Councillors prior to the meeting. The Clerk has completed the Year End Accounts and the Internal Audit has been completed by Jo Reynolds. The Clerk read out the Notes to the Accounts and the Auditors Report. • The AGAR (Annual Governance & Accountability Return 2023/24) was completed and signed by the Chair. • It was resolved to send the Certificate of Exemption to PKF Littlejohn, the external auditors, as t/o under £25k. The Clerk will ensure these documents are sent and that everything is posted on the website per the laid down procedures. • VAT return – The Clerk will complete this prior to the next meeting. |
| 14. | <p><u>Correspondence</u></p> <p>To consider the following correspondence received and decide action where necessary:-</p> |
| 14.1 | <p><u>Benches in Playpark</u></p> <p>An email had been received requesting that more picnic table type benches were put in the childrens play area so that parents who tend to gather there with their children after school had somewhere to sit together and still be able to watch their children. These could be enjoyed by visitors and locals alike.</p> <p>The Councillors discussed this matter and it was agreed that the playpark is well used and that additional seating in that area would be beneficial. Cllr. Yvonne Peacock stated that she may be able to assist with the costs of new benches. There may still be some funds in the Millenium fund which could possibly be used. It would be preferable to source these locally if possible and it was resolved that Cllr. Parfitt would contact William Lambert to request an estimate for two picnic tables.</p> <p>This matter will be carried forward to the next meeting.</p> |
| 14.2 | <p><u>Friends of the Settle Carlisle Line</u></p> <p>An email had been received offering Councillors membership of the above organisation. The Councillors thanked them for this offer but declined the invitation.</p> <p>Cllr. Percival had had an interesting conversation with one of the members regarding the potential reopening of the line from Garsdale to Hawes, although it was felt unlikely that this would happen in the near future.</p> <p>This matter is now resolved.</p> |
| 14.3 | <p><u>Bainbridge Notice Board</u></p> <p>Karen Prudden the former Clerk had emailed to request that the notice board in Bainbridge village near the post box be replaced.</p> <p>This was discussed and it was felt that it may need repairing at some point but does not require replacing. The Notice Board at Stalling Busk does however require to be replaced and the Clerk is to look into costs for a small noticeboard and report back at the next meeting.</p> |

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| 15. | <p><u>Children's Play Area</u></p> <p>It was noted that no reports had been received from North Yorkshire Council. The Clerk is to check if we received an Invoice for fees for the Year 23/24 . The Clerk will email NYC and ask them to inspect the Park and send a report as this is required for insurance purposes.</p> |
| 16. | <p><u>Village Green Donation Boxes.</u></p> <p>It was resolved that the boxes would be emptied by the Clerk and the Cllr Peacock on Wednesday 15th May.</p> |
| 17. | <p><u>King Charles III Coronation</u></p> <p>Cllr. Percival has agreed to meet with William Lambert to obtain a quote for the bench which is to be made from the wood that was set aside when the sycamore tree on Bainbridge village green was felled.</p> <p>This matter will be carried forward to the next meeting.</p> |
| 18. | <p><u>Cemetery</u></p> <p>Karen Prudden, Superintendent for the Cemetery was unable to attend the meeting but the Clerk read out her annual report. The report is attached and forms part of these minutes.</p> <p>Cllr. Peacock thanked Karen for her work regarding the Cemetery.</p> <p>Updates re cemetery:</p> <ul style="list-style-type: none"> • Additional land – Mr Michael Birtles has been instructed to act on our behalf. We have requested that he instructs a land survey to ensure that the ground is suitable prior to proceeding with the purchase. The Clerk will then start the process to obtain planning permission for change of use. • Website- The Clerk will request that the Cemetery costs and contact details for the Superintendent are added to the website. • The trees have now been removed and Cllr. Percival will now be able to repair the damaged wall. • The Clerk and Karen agreed a recording system and the Clerk is now maintaining a spreadsheet detailing Income & Expenditure for the Cemetery. Karen has been printing off copies of Invoices and her husband Tim kindly gives them to the Clerk. The Clerk will suggest to Karen that she emails these to the Clerk as they are prepared and this will save her extra work, it should also make the system more efficient. <p>Cllr. Peacock had noted that the bins at the cemetery had been overflowing and has been emptying them.</p> |
| 19. | <p><u>Parish Clerk</u></p> <p>The Clerk has ordered a new printer as previously resolved.</p> |
| 20. | <p><u>Upper Dales Health Watch</u></p> <p>Cllr. Cloughton reported on the latest meeting the Minutes of which will be available on our website. Unfortunately it appears that the meeting which is to be held on the 4th of June at Hawes Museum with the Chair & Chief Executive of the Integrated Care Board is no longer open to all Parish Councils and will be a private meeting for Redmire Parish Council only.</p> |

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| 21. | <p><u>Police Report</u></p> <p>The latest police report was discussed. It was resolved that the Clerk request that the local officer attend one of our meetings.</p> |
| 22. | <p><u>Grass Cutting on Village Green</u></p> <p>Jim Paredes is now cutting the grass using his own equipment. We need to decide whether our existing mower should be repaired and retained or sold. Cllr. Peacock will obtain quotes for repair and if possible an estimated valuation and report back at the next meeting.</p> |
| 23. | <p><u>D-Day Commemoration Celebrations June 2024</u></p> <p>Tim Prudden has kindly agreed to light the Beacon. Cllr. Percival will speak to Paul and see if he will assist.</p> |
| 24. | <p><u>Dog waste Bin near Cemetery</u></p> <p>The Clerk is to contact NYC regarding the siting of a new bin.</p> |
| 25. | <p><u>Agenda Items</u></p> <p>None at this time</p> |
| 26. | <p><u>Date of next meeting.</u></p> <p>Next meeting to be held on 16th July 2024 at 7.00pm</p> |

Signed as a true record.

Dated.