

Bainbridge Parish Council

Minutes of the Parish Council meeting held on 14th November 2023

Present:

Parish Cllrs: James Peacock(Chair); Darren Percival (Vice-Chair); Miriam Cloughton; Thomas Tennant.

Also in Attendance : Samantha Parfitt

Apologies: None

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

Bainbridge Parish Council

1	Chairman reminded everyone present of the right to record the meeting although the Council would not be doing so.
2	<u>Consideration of Apologies for Absence</u> None
3	<u>Declarations of Interest</u> Cllr. James Peacock declared an interest in Items 11.1.
4	<u>Minutes of Parish Council meeting held on 26th September 2023</u> The minutes of the meeting held on 26 th September 2023 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. Percival. The minutes were signed by the Chair.
5	<u>Co-opt New Councillor</u> A vacancy had arisen after the resignation of Councillor Brian Brown. As noted in the minutes of the September meeting in accordance with the laid down procedures this vacancy was notified to Electoral Services at North Yorkshire Council and a Notice of Vacancy was displayed on the village notice board. After the statutory period of 14 days the Returning Office advised that the Parish Council could now follow procedures to co-opt a new Councillor. A notice requesting applicants for the post of Councillor was then posted on the village notice board. A sole applicant came forward. The applicant, Samantha Parfitt completed a Legal Declaration of Qualification form and was invited to attend tonight's Parish Council meeting. A vote was held and Mrs Parfitt was unanimously voted on to the Council. She then signed the Declaration of Acceptance of Office form which was also signed by the Clerk. The Chairman welcomed Samatha to the Parish Council. A Welcome Pack was provided to Cllr. Parfitt by the Clerk.
6	<u>Ongoing Matters</u>

<p>6.1</p>	<p>Update on Leaning Tree</p> <p>The tree will be felled on Tuesday 28th November, weather permitting. The road from the Junction of the A684 up towards Sycamore Hall will require to be closed and no parking will be available on the roadside. Access is available from the next junction. This work will take a few days. The tearoom is currently closed Tuesday to Thursday but Cllr. Percival will advise them as a courtesy. Cones will be placed on the road to prevent cars parking. The parking spaces near the roundabout will also not be available and the holiday cottages nearby will be informed. Cllr. Percival will advise the Lords of the Manor. William Lambert will also be notified as it is hoped that some of the wood will be suitable to make a Bench for the village commemorating the recent coronation of King Charles III. It was resolved that the wood chippings which would result from this work should be used to top up those currently under the zip wire slide in the Childrens Play Area.</p>
<p>6.2</p>	<p>Village Defibrillator</p> <p>As discussed at the last Meeting the Clerk had researched possible grant funding towards the cost of a defibrillator. The government scheme is now open and it is possible to apply for a grant which would provide 50% of the cost of a new defibrillator. The Parish Council will require to provide the rest of the money through donations and fundraising. Councillor Yvonne Peacock had stated at the last meeting that if the Parish Council were to approach her with costings and could show that we could raise some of the costs through fundraising and donations she may be able to provide a grant to assist. A recent donation received by the Parish Council could perhaps also be allocated for this use.</p> <p>The British Heart Foundation also has a scheme whereby the Parish Council could apply to have a defibrillator provided free of charge. The Council felt that the more defibrillators that could be provided within the Parish the better although the ongoing running costs had to be considered.</p> <p>It was therefore resolved that the Clerk should apply for funding from both the Government scheme for funding and also to the British Heart Foundation to provide defibrillators.</p> <p>The website of the Yorkshire Air Ambulance was also consulted but there was no information available. Coincidentally the Clerk had just received a letter from them regarding their work in the area. This was discussed and it was agreed that the Clerk would write to them and acknowledge their work.</p>
<p>6.3</p>	<p>Brough Hill Stone</p> <p>The Clerk advised that no further updates had been received.</p> <p>It was resolved that the Clerk should contact the National Park to request an update.</p>
<p>7</p>	<p><u>Planning applications -.</u></p> <p>To consider planning applications.</p> <ul style="list-style-type: none"> • Householder planning permission for erection of extension to replace the existing Upvc conservatory; amendments to fenestration; siting of green house and garden shed; provision of pergola over external doorway; creation of new front entrance door with covered porch and

	<p>blocking of existing front door at Lile Foss, Countersett, Askrigg, Leyburn, DL8 3DD - R/52/37D</p> <p>The applications was discussed and no objections noted.</p>
8	<p><u>Planning decisions –</u> To receive decision's or information relating to recent planning applications</p> <ul style="list-style-type: none"> • Householder planning permission for removal of existing porch and construction of ground floor extension at Bells Cottage, Stalling Busk, Askrigg, Leyburn, DL8 3DH - R/52/247- 26/4/23. <p>No objections noted. Currently under consideration</p> <ul style="list-style-type: none"> • Listed building consent for replacement of existing wooden casement windows with bespoke heritage double glazed windows; and replacement of softwood rear door with oak door at Manor House, Bainbridge, Leyburn, North Yorkshire, DL8 3EW - R/52/249/LB <p>This application has been approved.</p>
8.1	<p><u>National Parks Local Plan Draft Version 6.</u></p> <p>No further updates received.</p>
8.2	<p><u>NYC Draft Housing Strategy 2024-2029</u></p> <p>The email received had been circulated to Councillors. An invitation had been received from Cllr. Yvonne Peacock to attend a meeting being held in Bainbridge Village Hall on Wednesday 22nd November to discuss the above.</p> <p>It was resolved that Cllr. James Peacock would attend on behalf of the Parish Council.</p>
9	<p><u>Highways matters</u></p> <p>The following updates were received regarding issues raised at previous meetings:</p> <ul style="list-style-type: none"> • On the A684 as it leaves Bainbridge towards Hawes, there is a blocked and damaged drain that requires a site visit outside a property on the left known as Couplesfield. This particular drain has been visited several times but needs further investigation. <p>Cllr. Percival advised that during the heavy rains at the start of this week the drain was once again blocked and water was cascading down the road.</p> <p>It was resolved that the Clerk should contact the highways department and request an update re the survey work that was carried out.</p> <ul style="list-style-type: none"> • One of the large topping stones is off the bridge near Semerwater and the highways department had erected a small barrier and the stone had been removed. <p>There was no further update and it was resolved to carry this matter forward to the next meeting.</p>
10	<p><u>Financial Matters</u></p>
10.1	<p>To approve the following accounts for payment:</p>

	<ul style="list-style-type: none"> • Unity Trust Bank – Qtly. Bank Charges - £18.00DD • Metcalfe Groundworks – Cemetery- £520.00pd • Housing 21 – Hire or meeting room Sycamore Hall - £150.00pd • Mrs K Kelly- Clerks salary Oct 23 - £176.53 • YLCA Webinair Finance & Budgeting ½ with HHAPC £12.50 • Mr J Banks – Cemetery- Grass Cutting - £100.00 • H Metcalfe & Son – Fuel for lawnmower- £75.00 • Metcalfe Groundworks – Cemetery – Clean up storm damaged tree- £200.00 • British Legion – Wreath - £20.00
10.2	<p>The following receipts were acknowledged.</p> <ul style="list-style-type: none"> • North Yorkshire Council – Precept 2nd instalment £3,255.00 • Collection Boxes Village Green - £404.92
10.3	<p>To receive the latest bank balances and sign statements</p> <p>Copies of bank statements to 31st October 2023 were presented and initialled. Current balances were reported as follows:-</p> <p>Unity Bank Account Current Account £19638.79 Unity Bank Deposit Account No1 £ 5281.64 Unity Bank Deposit Account No 2 £11144.01</p>
10.4	<p>Unity Bank- Update re Internet Banking</p> <p>Forms were completed to add Cllr. Cloughton as a signatory to the Bank Account.</p> <p>Cllr. Percival had received his Internet Banking password but due to poor mobile phone reception had experienced difficulty when trying to authenticate this. It was resolved that he and the Clerk would arrange to meet where there was good reception to facilitate this.</p>
10.5	<p><u>Unity Trust Bank - Savings Rates</u></p> <p>The Clerk advised that the Bank are currently offering an interest rate of 5% fixed for 1 year on savings. Our present savings account currently pays 2.75%.</p> <p>It was resolved that the sum of £10,000 should be transferred from the Savings Account which holds money ringfenced for the cemetery to a fixed rate account.</p>
10.6	<p><u>Precept</u></p> <p>To discuss setting the Precept Amount for the Financial Year 2024/25</p> <p>As this was the first time that the Clerk had been involved in setting the Precept she had requested that she attend a webinar that the Yorkshire Local Councils Assoc. was providing on this. This was agreed by Cllr. Peacock and the Clerk attended it last week. The Clerk reported that it had been very helpful.</p>

	<p>The Clerk provided Councillors with a spreadsheet detailing the Income & Expenditure for last financial year 22/23, the current year to date, projections to the end of this financial year 23/24 and projections for the next financial year 24/25.</p> <p>After discussion it was agreed that although the projection for 24/25 showed a deficit in income over expenditure the Precept could be held at the same level and not be increased due to a small surplus of funds currently held in the Parish Councils Accounts. It was therefore agreed to keep the Precept at the same level of £6510.00.</p> <p>This was proposed by Cllr Peacock and seconded by Cllr Tennant.</p> <p>This matter is now resolved and the Clerk will advise North Yorkshire Council of the agreed Precept.</p>
11	<p><u>Correspondence</u> The following correspondence has been received:-</p>
11.1	<p>Update re insurance claim for damage to vehicle.</p> <p>The Clerk has not had an update from the insurance company or from the brokers. However it was noted that the vehicle that was damaged has been repaired.</p> <p>It was resolved to carry this matter forward to the next meeting.</p>
11.2	<p>Email received from North Yorkshire Citizens Advice</p> <p>The email was discussed and the Parish Council were very appreciative of the help that the Citizens Advice give to people. It was proposed that the Clerk thank them on behalf of the Council and offer to publicise via the Notice Board and our website when they are going to be in our Area.</p> <p>This matter is now resolved.</p>
11.3	<p>Introductory Webinar for the North Yorkshire & York Local Nature Recovery Strategy (LNRS)</p> <p>The email was discussed but none of the Councillors are available to attend. It was hoped that any findings from the Meeting would be circulated in due course.</p> <p>This matter is now resolved.</p>
12.	<p><u>Children's Play Area</u></p> <p>The latest report from Richmondshire District Council was discussed. The chain covering on the zip line seat is damaged and Cllr. James Peacock tape this up when it is dry enough.</p> <p>The other items are routine maintenance which is ongoing.</p>
13	<p><u>Village Green Donation Boxes.</u></p> <p>These were emptied by the Chairman and the Clerk and the sum of £404.92 was counted and banked.</p>

14	<p><u>NYCC – Let’s Talk Money</u></p> <p>This had been circulated to Councillors but the Clerk was asked to resend. Any comments will then be sent to the Clerk who will complete the survey on behalf of the Council.</p>
15	<p><u>King Charles III Coronation</u></p> <p>As stated previously in the Minutes the tree on the village green is now scheduled for removal and William Lambert will be requested to make a commemorative Bench. It was resolved to carry this forward to the next meeting.</p>
16	<p><u>Cemetery</u></p> <p>The Clerk had spoken to Karen Prudden, Clerk for the Cemetery , for an update. One funeral had been held since the last meeting. Karen will be invited along to the next meeting to provide an update on the Cemetery.</p> <p>Mr Banks had given the grass an additional cut as agreed.</p> <p>A tree had fallen in a recent storm and this had been cleared by Metcalfes and a general tidying up of the area done. This had left a slight bare area and Cllr Percival advised that he has a rowan tree in a pot which could be planted there.</p> <p>No reply has yet been received to our letter to the landowner to ascertain whether negotiations can be reopened to buy additional land to extend the cemetery. It was resolved that Cllr. Percival would check with the landowner that he had received our letter.</p> <p>It was resolved to carry this matter forward to the next meeting.</p>
17	<p><u>Parish Clerk</u></p> <p>Some research has been undertaken and the Clerk will now buy a printer and get a contract for ink.</p> <p>The email received from NYCC regarding the Polling District Review Consultation was circulated to all Councillors and a link to it has been provided on the Parish Councils website.</p> <p>As previously mentioned the Clerk attended a very helpful Webinair on Finance & Budgeting.</p>
18	<p><u>Police Report</u></p> <p>The latest police report was discussed.</p>
19	<p><u>Lawnmower</u></p> <p>We are awaiting quotes for a replacement lawnmower. Cllr. Percival is sourcing possible suppliers and Cllr. Peacock will visit these to see what is available.</p> <p>It was resolved that this matter be carried forward to the next meeting.</p>
20.	<p><u>National Joint Council Cost of Living Increase.</u></p> <p>The email received regarding this years salary award was discussed and it was agreed that this should be awarded to the Clerk.</p>

	<p>Cllr. Cloughton also brought up the matter of the Clerk being paid for additional hours worked for extra tasks, such as attending the training webinar on Finance. The Clerk acknowledged that due to this being her first role as a Parish Clerk extra time was needed to undertake certain tasks however she was currently happy to do so without additional payment at this time. She thanked Cllr. Cloughton for raising this matter and the Council for their kind words.</p>
21	<p><u>D-Day Commemoration Celebrations June 2024</u></p> <p>It is proposed that a line of lit beacons should stretch the length of the country. As this is the 80th Anniversary of D-Day Yorkshire is hoping to have 80 beacons lit across the County. The beacons are to be lit at 9.15pm on the 6th of June. It was resolved that the Council would arrange for the Parish Beacon to be lit. Cllr. Peacock will contact those who normally assist with lighting the beacon and report back to the Council.</p> <p>It was resolved that the Clerk will inform the Organisers of the event of our intention to take part and to carry this matter forward to the next meeting.</p>
22	<p><u>Remembrance Day</u></p> <p>A wreath from the Parish Council was laid at the Memorial on Remembrance Sunday by Cllr. Peacock. The TAPASS Group marched from the village and also laid a wreath. Quite a few parishioners also attended however it was suggested that in future we should consider publicising the event on the Area's Facebook Page.</p> <p>The wreath which had been ordered from the Royal British Legion is made of plastic and as such it was discussed whether this could be stored and reused in future and a donation made to the Royal British Legion instead of purchasing a further plastic wreath. Cllr. Peacock will check if the wreath has been damaged in the recent storms.</p> <p>It was resolved to carry this matter forward to the next meeting.</p>
23.	<p><u>Christmas Tree & Lights for 2023</u></p> <p>It was resolved that Cllr. Percival should order the tree locally from the Fawcetts unless the Clerk meets them beforehand and is able to do so. The village Christmas Tree committee is holding an event to switch on the Christmas lights on Sunday 3rd December at 4.30p.m. and it was resolved that our tree should be in place for that. Cllr. Percival has agreed to check that we have sufficient lights in good working order.</p>
24.	<p><u>Agenda Items.</u></p> <p>The Clerk had just received an email from North Yorkshire Council regarding Public Engagement in Planning.</p> <p>It was resolved that this would be circulated to Councillors and any feedback given to the Clerk who would then complete the survey on the Councils behalf.</p> <p>It was noted that North Yorkshire Council are sending out a lot of electronic surveys which can prove difficult to discuss and fill in at a Parish Council meeting as wifi is not available at the available venues.</p> <p><u>No other items were raised for inclusion on the Agenda for the next meeting.</u></p>
25.	<p><u>Date of next meeting.</u></p>

	14th January 2024 at 7.00pm
--	---

Signed as a true record.

Dated.