

AZERLEY PARISH COUNCIL

CLERK: DAVID TAYLOR
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Minutes of the Ordinary Meeting of the Parish Council held on Thursday 27th January 2022 at 7.30pm Winksley Parish Hall, Winksley.

(2021/2 – 154) **Present** were Cllr. Robert Weatherhead (Chairman of the meeting), Cllr. Jan Lawson, Cllr. Patricia Harling, Cllr. Sheila Miller and Cllr. Brian Thackray.

(2021/2 – 155) Also present were David Taylor, Clerk, Cllr Margret Atkinson and 1 member of the public.

(2021/2 – 156) **Apologies** were received from Cllr. Neal Topham and Margaret Atkinson.

(2021/2 – 157) No **Declarations of Interest** were received and so **Dispensations** were sought.

(2021/2 – 158) It was **Resolved** that the minutes of the meeting held on 25th November 2021, having been circulated for consideration beforehand were (after minor revisions) true and correct records. The Chairman of the meeting (Cllr. Weatherhead) signed them accordingly.

The following Reports was received:

(2021/2 – 159) Cllr Margaret Atkinson **Reported** from North Yorkshire County Council and Harrogate Borough Council that:-

1. 200 care workers across the county have been redeployed to other jobs due to their refusal to be vaccinated.
2. There will be a bonus for care sector workers.
3. In July 2021 the Government announced that a new single council would be formed to deliver all services across North Yorkshire on the footprint of the current county council.
4. This new council will replace the current county and the seven district and borough councils and it will be in place from 1 April, 2023. The Structural Changes Order is currently before Parliament which states that 90 new councillors would represent 89 divisions across the county. Subject to MPs approval the order is expected to be enacted in March 2022.
5. Following that announcement, on 5 May 2022 there will be elections that all people registered to vote can take part in. These will include both Parish Councils and the new North Yorkshire Authority.
6. The North Yorkshire Authority will come into being on 5th May 2023 when both HBC and NYCC will cease to exist.
7. There is a great deal of work involved in this transition.
8. Knaresborough swimming pool is to be rebuilt.
9. Ripon swimming pool is due to open later this month.
10. The Harrogate Conference Centre is due to have substantial money spent on it in order to upgrade its facilities.
11. There will be a new fitness suite at the Harrogate Hydro.

(2021/2 – 160) The Clerk **Reported** that:-

12. With regard to local Police Reports, there is new Sergeant in charge of the team policing our area who has made contact with the Clerk. Reports will resume shortly.

AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 27TH JANUARY 2022

13. There will be elections for Parish Councils on May 5th this year.
14. The Clerk will make a VAT claim before the end of the financial year.
15. The Clerk will settle the matter with PKF Littlejohn and report to the Council at the next meeting.
16. The Clerk confirmed that he has asked the person concerned at Harrogate BC for Commuted Sums funding for picnic benches and net ball hoops (for Galphay Village Institute).

(2021/2 – 161) It was **resolved** that the Clerk shall find out who can apply for commuted sums from HBC and report to the Council at the next meeting.

(2021/2 – 162) It was **resolved** that the Clerk shall circulate the new, draft Public Participation Session document in good time prior to the next meeting.

(2021/2 – 163) It was **resolved** that the Clerk shall seek a replacement Internal Auditor and report back to the Council at the next meeting.

(2021/2 – 164) With regard prior notification of Planning Notices, it was **resolved** that the Clerk shall:-

1. Find out from the website provider how much it costs to receive planning updates via the website and if they can provide information for all wards.
2. Devise a system to enable Councillors to receive planning notices in good time before the due dates for submission of returns.

(2021/2 – 165) It was resolved that the Clerk shall start the process of including an ongoing Job List in each agenda. This shall identify jobs outstanding, progress made and jobs completed.

The following Correspondence was considered:

(2021/2 – 166) The Clerk shall ask other local Parish Councils how they are celebrating the Queens Platinum Jubilee.

WebSite Matters:

(2021/2 – 167) It was resolved that the Clerk shall attend to the following matters regarding the website –

1. Post details of the Public Participation Session procedures.
2. Post details of the Home Library Service on the Parish Council Website.
3. The Councillor for Winksley should be Cllr Lawson.
4. The Councillor for Azerley should be Cllr Miller.
5. Check the email address on the Contact Us page.

Financial Matters:

(2021/2 – 168) It was **resolved** to approve the draft budget for the forthcoming year 2022 – 2023, as circulated and considered at the meeting. This appears at "**Appendix A**", below

(2021/2 – 169) The accounts for payment as listed on "**Appendix B**", below, were approved for payment.

(2021/2 – 170) A Bank Reconciliation to the period 27th January 2022 (including all payments up to and over £100.00) was received and unanimously approved. The Chairman was authorised to sign it accordingly. This appears at "**Appendix C**", below.

AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 27TH JANUARY 2022

(2021/2 – 171) A Spending v Budget report to the period 27th January 2022 was received and approved by the Council.

Planning Matters:

The following Planning Notices were received and considered:

(2021/2 – 172) **Planning Decision Notice.** 21-03769-FUL. Alterations to the existing garage to create a split level etc. Prospect House Galphay. Carley. **Noted. Granted subject to Conditions.**

(2021/2 – 173) **Planning Decision Notice.** 21-03770-LB Listed building consent to alter the existing garage into a split-level living space. Prospect House Galphay Village Galphay. Carley. **Noted. Granted subject to Conditions.**

(2021/2 – 174) **Planning Decision Notice.** 21-04945-TPO Crown reduction of 1 no. Lime tree (T1) by up to 2.5m and crown etc. Fountains Rectory Fountains Gate Winkley. Mr Matt Clarke. **Noted. Granted subject to Conditions.**

(2021/2 – 175) **Planning Decision Notice.** 21-05181-FUL. Revised scheme for the erection of a single storey gable extension etc. Site Of Clayton Farm Mickley. Mr A Riddell. **Noted. Granted subject to Conditions.**

(2021/2 – 176) **Planning Decision Notice.** 21-03407-FUL. Demolition of existing single storey outbuilding and erection etc. Galphay Woods Farm Galphay Lane To Galphay Woods Galphay. Mr Tom Ramsden. **Noted. Permission Refused.**

(2021/2 – 177) **Planning Decision Notice.** 21-04505-FUL. Retrospective application for dry stores. West Leas Farm Galphay. Mrs C Raw. **Noted. Granted subject to Conditions.**

The following Planning Applications were received and considered:

NB- Planning applications. All Comments and returns from the Parish Council can be seen on the HBC planning portal. Please see the note below for the meaning of Return Options.

(2021/2 – 178) **Planning Application.** 21-05438-FUL. Proposed single story side extension and single-story entrance etc. Lilac Farm Mickley. Mr and Mrs Nicol. It was **resolved** to return Option A (The Parish Council has no objections.)

(2021/2 – 179) **Planning Application.** 21-05255-TPO. Reduction of overextended lateral branch by 1.5-2.5m on 1 no. Copper Beech tree (T1). Beech House, Mickley Village Mickley. Mr Chris I'Anson. It was **resolved** to return **Option C** (The Parish Council has no objection to the application but wishes assurances the work will be carried out by a suitably qualified arborist.)

(2021/2 – 180) The Clerk requested that agenda items to be considered at the next meeting of the Parish Council should be sent direct via email or post to arrive no later than 1 week prior.

(2021/2 – 181) The following items to be considered for inclusion on the next Agenda for the next meeting were requested by Councillors:-

1. Ditches to be cleared in Mickley and Galphay.
2. Further consideration of internal procedures regarding planning notifications.
3. An update on progress regarding Police reports to the Parish Council.
4. An update on "active issues" on the Clerk's job list.
5. Planting trees for the Queen Jubilee.
6. Carrying out a survey of trees on Common Land held by the Parish Council.

(2021/2 – 182) **It was confirmed** that the next Ordinary Meeting of the Parish Council would be on 31st March 2022 to be held at Mickley Church Room.

A schedule of meetings appears at "Appendix C", below.

AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 27TH JANUARY 2022

(2021/2 – 183) The meeting closed at 9.15pm.

These minutes were recorded and prepared by the Clerk to the Parish Council,
David Taylor.

Signed as a true record by Cllr Neal Topham, Chairman

Date:

These minutes are in draft form only and will not be classed as officially recorded minutes until ratified at the next meeting of the Azerley Parish Council.

At the Regular Meeting of the Azerley Parish Council held on **31st March 2022** it was resolved by unanimous vote to approve these Minutes, copies of which had been previously circulated to Members, as a true and correct record. These Minutes were then signed by the Chairman accordingly.

The signed Minutes are held in the Parish Council minute book at the Clerk's address, below, and can be viewed by prior appointment.

Clerk : David Taylor. 57 Whitcliffe Lane, Ripon, HG4 2LB. 01765 601693

When returning a standard form Parish Council Notification consultation decision there are four options that the Council can return. These are:-

Option A – The Parish Council has no objections.

Option B – The Parish Council objects on the planning grounds set out overleaf.

Option C – The Parish Council does not object to or support the application but wishes to make comments or seek safeguards set out overleaf.

Option D - The Parish Council supports the application.

AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 27TH JANUARY 2022

Appendix "A" – Budget for the year financial year 2022 - 2023

Azerley Parish Council Annual Budget - 2022-2023

		2020 - 2021	2021 - 2022	2022 - 2023	
Payroll Costs	Clerks Salary & PAYE	£ 2,751.48	~ £ 3,560.70	£ 3,700.00	5.5hrs PW
	Payroll Admin Costs	£ 144.00	~ £ 144.00	£ 144.00	
	Admin Expenses	£ 400.00	~ £ 400.00	£ 400.00	
Office & Admin	StOfEx	£ 360.00	~ £ 360.00	£ 375.00	
	Annual Audit Services	£ 75.00	~ £ 75.00	£ 100.00	
	Insurance	£ 180.00	~ £ 215.00	£ 230.00	
	Room Hire	£ 90.00	~ £ 90.00	£ 90.00	
	Website		£ 300.00	£ 120.00	
Membership and Subscriptions	SLCC	£ 44.00	~ £ 46.00		
	YCLA	£ 160.00	~ £ 200.00	£ 210.00	
Training	Councillors	£ 115.00	~ £ 155.00	£ 155.00	
	Clerk	£ 115.00	~ £ 115.00	£ 115.00	
	Staff & Councillor Travel	£ 100.00	£ 100.00	£ 100.00	
Parish Maintenance	Village Maintenance	£ 1,200.00	~ £ 1,200.00	£ 1,200.00	
	Grasscutting	£ 1,422.00	~ £ 1,422.00	£ 1,422.00	
	Tree works	£ 1,000.00	~ £ 1,000.00	£ 1,000.00	
	Defibrilator	£ 150.00	~ £ 150.00	£ 150.00	
Donations	Ripon CAB Donation	£ 100.00	£ 100.00	£ 100.00	
		£ 8,406.48	£ 9,632.70	£ 9,611.00	

Ordinary Income Budget - 2022-2023

	2020 - 2021	2021 - 2022	2022 - 2023
Precept	£ 6,500.00	£ 6,600.00	£ 6,900.00
Lloyds Dividend	£ -	£ -	£ 1.00
Wayleaves	£ 20.00	£ 20.00	£ 20.00
VAT refund	£ 400.00	£ 100.00	£ 100.00
Other receipts	£ -		

AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 27TH JANUARY 2022

Interest	£	-		
NYCC Grasscutting Grant	£	-		
Input from Reserves			£ 2,883.80	£ 2,590.00
	£ 6,920.00		£ 9,603.80	£ 9,611.00

Appendix "B" – Schedule of accounts approved for payment.

- i. Clerk's salary
- ii. Standing office costs
- iii. Out of pocket expenses
- iv. YLCA – Membership fees
- v. YLCA – RFO training
- vi. EuraAudit – payroll services

Appendix "C" – Bank reconciliation for the period to

Bank Reconciliation as at 27.01.2022 Including all payments (up to and over £100.00)

Santander a/c ****2922	£ 10,982.44		
Less Acs Outstanding - See Shed '1'			
Sub Total	£ 10,982.44	£ 10,982.44	

Cash Book - 26.11.2021

Santander a/c ****2922	£ 11,678.40		
Add receipts - See Shed '3'			
Sub Total	<u>£ 11,678.40</u>	£ 11,678.40	
Subtract payments - See Shed '2'	<u>£ 695.96</u>		
	<u>£ 10,982.44</u>	£ 10,982.44	
Subtract A/cs Outstanding - Shed "1"			
Current State		£ 10,982.44	

Shed '1'

	<u>£</u>	<u>-</u>
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Shed '2'

STOFEX - Dec ,	03/01/2022	£	24.80
Clerk Salary - Dec	03/01/2022	£	337.58
Clerk Salary - Nov	26/10/2021	£	333.58
		<u>£</u>	<u>695.96</u>

Shed '3'

	<u>£</u>	<u>-</u>
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AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 27TH JANUARY 2022

Appendix "D" – Schedule of Forthcoming Meetings of Azerley Parish Council:

Schedule of Meetings for 2022

Thursday 31st March 2022	Mickley Parish Meeting, Ordinary Meeting Mickley Church Room.
Thursday 26 th May 2022	Galphay & Azerley Parish Meetings, AMPC & Ordinary Meeting Galphay Village Institute.
Thursday 28 th July 2022	Winksley Parish Meeting & Ordinary Meeting. Winksley Parish Room.
Thursday 29 th September 2022	Ordinary Meeting. Galphay Village Institute.
Thursday 24 th November 2022	Ordinary Meeting. Mickley Church Room.

Meetings begin at 7.30pm unless otherwise stated.

Planning meetings will only be held if there are new applications to consider.

Please check notice boards and the Parish Council website for changes to dates, times & venues.

Venues are Galphay Village Institute, Mickley Church Room & Winksley Church Room