

AZERLEY PARISH COUNCIL

CLERK: DAVID TAYLOR
THORNFIELD, 57, WHITCLIFFE LANE, RIPON, NORTH YORKSHIRE, HG4 2LB
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azerleyparishcouncil.org.uk

Minutes of the Ordinary Meeting of the Parish Council held on Thursday 28th April 2022 at 7.30pm Mickley Church Rooms, Mickley.

(the meeting scheduled to take place on 31st March 2022 having been cancelled due to illness, therefore the numbering scheme remains that of the previous business year.)

(2021/22 – 183) Present were Cllr. Neal Topham (Chairman), Cllr. Robert Weatherhead (Vice Chairman), Cllr. Patricia Harling, Cllr. Sheila Miller, Cllr. Brian Thackray and Cllr. Bernard Sanders.

(2021/22 – 184) Apologies were received from Cllr. Jan Lawson & Cllr Margaret Atkinson.

(2021/22 – 185) Also present were David Taylor, Clerk, and 1 member of the public.

(2021/22 – 186) No Declarations of Interest were received and so **no dispensations** were sought.

(2021/22 – 187) It was Resolved that the minutes of the meeting held on 27th January 2022, having been circulated for consideration beforehand required alterations to the discussions regarding the Clerks task list in order to be considered true and correct records. The Chairman did not sign them. The it was **resolved** that the Clerk shall present amended minutes to the next meeting.

The following Reports was received:

(2021/22 – 188) The Clerk Reported that:

1. With regard to the Audit matters being dealt with by PKF Littlejohn (External Auditors)
 - a. Outstanding questions will be completed the following day.
 - b. The outstanding fees have been paid so far and there are more to pay.
2. The website amendments as pointed out at the last meeting have now been carried out.
3. He has now printed off all job lists from the last 2 years. He will then produce an outstanding job list from that master list when time and priority allows.
4. Commuted sums and the Benches – I have emailed the commuted sums person with a claim. The Clerk should accept the offer that was made in return
5. VAT Claim 2021/22 has not done yet. There is a three year window to do this.
6. The ditches to be cleared in Mickley and Galphay are still to organise.
7. The carrying out of a tree survey etc is still to do.

(2021/22 – 189) Once again there was no report from the Ripon Community Policing Team, and again the Clerk will follow this up.

(2021/22 – 190) It was resolved that the Clerk shall start the process of including an ongoing Action Log in each agenda. This shall identify jobs outstanding, progress made and jobs completed.

(2021/22 – 191) The agenda shall include "Matters outstanding on the Action Log". This will illustrate that the Parish Council is aware of tasks outstanding.

(2021/22 – 192) The Action Log shall be posted on the Parish Council website.

AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 28TH APRIL 2022

(2021/22 – 193) With regard to the signage on Back Lane, Galphay the Clerk **reported** that no action to the most recent email had happened. It was **resolved** to write in the next month to chase up.

(2021/22 – 194) It was **resolved** to defer the matter of “20s Plenty for us” until views of local residents could be taken.

(2021/22 – 195) It was **resolved** to approve the Public Participation rules that had been drafted. The Clerk shall print off and seal copies and public them on the website.

(2021/22 – 196) It was **resolved** to fund the planting of a tree in Mickley village in celebration of Her Majesty the Queen’s Platinum Jubilee.

The following Correspondence was considered:

(2021/22 – 197) it was **resolved** to ask other Parish Councils what they thought of the Compliant Councils Hub as offered by the YLCA and report back.

(2021/22 – 198) Queen's Green Canopy Initiative - Plant a Tree for the Jubilee. **Noted.**

(2021/22 – 199) Government response to the report on Local Government Ethical Standards – YLCA. **Noted**

(2021/22 – 200) Smaller Councils Committee letter to smaller councils – YLCA

(2021/22 – 201) Government Response to Glover Report on AONBs - consultation response. **Noted.**

(2021/22 – 202) Information from the Green Lane Association. **Noted.**

(2021/22 – 203) North Yorkshire Police - Independent Advisory Group. **Noted.**

(2021/22 – 204) Adoption of Minerals and Waste Joint Plan by North Yorkshire County Council. **Noted.**

(2021/22 – 205) Second all partner update on Local Government Reorganisation in North Yorkshire. **Noted.**

Financial Matters:

(2021/22 – 206) The accounts for payment as listed on “Appendix A”, below, were **approved** for payment.

(2021/22 – 207) A Bank Reconciliation to the period 31st March 2022 (including all payments up to and over £100.00) was received and unanimously **approved**. The Chairman was authorised to sign it when possible, accordingly. This appears at “Appendix B”, below.

(2021/22 – 208) A Spending v Budget report to the period 31st March 2022 was received and **approved** by the Council.

Planning applications:

***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.*

(2021/22 – 209) It was **resolved** that the Clerk shall continue to find a way of notifying Councillors of planning notices and applications in a timely manner, H shall investigate setting ‘Outlook Mailbox Rules’ to suit.

The following **Planning Notices** were received:-

(2021/22 – 210) **Planning Decision Notice** 21-05438-FUL. Proposed single story side extension etc. Lilac Farm Mickley Village Mr and Mrs Nicol. **Noted – Granted subject to conditions.**

Initial:-

AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 28TH APRIL 2022

(2021/22 – 211) TPO Decision Notice 21-05255-TPO Mr Chris I'Anson TPO Reduction of overextended lateral branches. Beech House Mickley Village Mickley HG4 3JE. Mr Chris I'Anson. **Noted – Granted subject to conditions.**

(2021/22 – 210) Planning Decision Notice 21-03135-FUL Conversion of barn and erection etc Winksley Banks Farm Winksley Banks Road Galphay Mr And Mrs Stephenson. **Noted – Granted subject to conditions.**

(2021/22 – 211) Planning Decision Notice 22-00663-FUL Loft conversion including pitched roof rear dormers. Low Gables Galphay. Mr Robbie Donaldson. **Noted – Granted subject to conditions.**

The following **Planning Applications** were considered:-

(2021/22 – 211) 22-01060-FUL Conversion of loft to form two bedrooms etc, Jenaven Holly Tree Farm to Nap Cote Lane Galphay, Mr B Sardo. It was **resolved** to return Option A "The Parish Council has no Objections"

(2021/22 – 212) 22-00778-FUL. Demolition of existing single storey outbuilding etc. Galphay Woods Farm Galphay Lane. Mr Tom Ramsden. It was **resolved** to return Option A "The Parish Council has no Objections".

(2021/22 – 213) 22-00736-FUL. Conversion of outbuilding etc. Glebe Barn Mickley. Mr & Mrs Terence Kiernan. It was **resolved** to return Option A "The Parish Council has no Objections".

(2021/22 – 214) 22-00534-FUL Erection of single storey front porch extension. Aldergarth Holly Tree Farm To Nap Cote Lane Galphay. Mrs Claire Atha. It was **resolved** to return Option A "The Parish Council has no Objections".

(2021/22 – 215) 22-00663-FUL. Loft conversion including pitched roof rear dormers. Low Gables Galphay Mr Robbie Donaldson. It was **resolved** to return Option A "The Parish Council has no Objections".

(2021/22 – 216) 22-01466-FUL Erection of greenhouse and removal of previous outbuilding. Galphay Manor, The Green to Plover Hill Galphay. Mr & Mrs Duncan. It was **resolved** to return Option A "The Parish Council has no Objections".

(2021/22 – 217) 22-01428-FUL. Erection of slurry storage system. Manor House Farm Winksley. Taylor. It was **resolved** to return Option C, stressing that every effort should be made to reduce any visual impact of the development.

(2021/22 – 218) 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.

(2021/22 – 219) It was confirmed that the next Meeting of the Parish Council would be on 26th May 2022 and would be the Post-Election Meeting, The Annual Meeting of the Parish Council, Village Meetings for Galphay, Winksley & Mickley and an Ordinary Meeting of the Parish Council

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

(2021/22 – 220) The meeting closed 8.55pm.

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:

Initial:-

AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 28TH APRIL 2022

At the Regular Meeting of the Azerley Parish Council held on **28th July 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.

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

- i. Clerk's salary
- ii. Standing office costs
- iii. Out of pocket expenses
- iv. PKF Littlejohn – Audit Fees
- v. Yorkshire Accountants Ripon – payroll services

AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 28TH APRIL 2022

Appendix "B" – Bank reconciliation for the period to

Bank Reconciliation as at 31.03.2022 Including all payments (up to and over £100.00)

Santander a/c ****2922	£	9,624.38	
Less Acs Outstanding - See Shed '1'	£	1,231.04	
Sub Total	£	8,393.34	£ 8,393.34

Cash Book - 27.01.2022

Santander a/c ****2922		£10,982.44	
Add receipts - See Shed '3'	£	-	
Sub Total		£ 10,982.44	
Subtract payments - See Shed '2'	£	1,358.06	
	£	9,624.38	
Subtract A/cs Outstanding - Shed "1"	£	8,393.34	

Current State

£ 8,393.34

Shed '1'

StOfEx March		£27.20
Out of Pockets		£20.44
Clerk Salary April		£309.38
StOfEx April		£34.02
YLCA Membership		£218.00
YLCA Training		£10.00
Yorkshire Accountants		
Ripon		£36.00
PKF Littlejohn		£576.00
		<u>£1,231.04</u>

Shed '2'

Fusion Systems	28.02.2022	£7.27
Out of Pockets	28.02.2022	£41.82
StOfEx - Feb	28.02.2022	£37.70
Clerk Salary - Mar	28.02.2022	£333.58
Grasscutting	31.01.2022	£576.00
StOfEx - Feb	31.01.2022	£28.11
Clerk Salary - Feb	31.01.2011	£333.58
		<u>£1,358.06</u>

Shed '3'

£

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Initial:-

AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 28TH APRIL 2022

Appendix "C" –

Schedule of Meetings 2022

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

Thursday 26 th May 2022	Post election meeting, Annual Village 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.

There will be a Public Participation session starting at 7.15pm

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.