
AZERLEY PARISH COUNCIL

CLERK: DAVID TAYLOR
THORNFIELD, 57, WHITCLIFFE LANE, RIPON, NORTH YORKSHIRE, HG4 2LB
EMAIL: AZERLEYPC@YAHOO.CO.UK
TELEPHONE: 01765 601693

Minutes of the Regular Meeting of the Parish Council held on Thursday 26th September 2019 at 7.30pm Galphay Village Institute, Galphay

(2019 – 052) **Present** were Cllr Neal Topham (Chairman), Cllr Robert Weatherhead (Vice Chairman), Cllr Jan Lawson, Cllr Patricia Harling, Cllr. Sheila Miller and Cllr Brian Thackray.

(2019 – 053) Also present were David Taylor, Clerk, Cllr Margret Atkinson and 1 member of the public.

(2019 – 054) **Apologies** were received from Cllr Ben Robinson and Cllr Atkinson.

(2019 – 055) There were **no Declarations of Interest** and so **no Dispensations** were sought.

(2019 – 056) It was **resolved** that the minutes of the meeting held on 25th July 2019, having been circulated for consideration beforehand were true and correct records. The Chairman signed them accordingly.

(2019 – 057) Cllr Margaret Atkinson gave her **apologies** and could not deliver a report from North Yorkshire County Council.

(2019 – 058) Cllr Margaret Atkinson gave her **apologies** and could not deliver a report from Harrogate Borough Council.

(2019 – 059) The Clerk **reported**

- i. The present position regarding Galphay & Mickley telephone boxes.
- ii. That the Defibrillators in the Parish should have a second set of pads and explained why
- iii. That the Defibrillators can be used, if required, by children and showed the meeting diagram showing how.
- iv. That he was reviewing the Code of Conduct and other regulations.
- v. That the next meeting is Budget setting and asked that members give thought to spending for next year.

(2019 – 060) The Council **received** the annual accounts and internal auditors report for the year 2018-2019 and unanimously **accepted subject to the Auditors recommendation being addressed within 30 days** and so **approved:-**

- a. Section 1 of the Annual Governance and Accountability Return 2018/2019 (*The Annual Governance Statement*).
- b. Section 2 of the Annual Governance and Accountability Return 2018/2019 (*The Accounting Statement*).

(2019 – 061) It was resolved that the Clerk should review and update, where necessary the Parish Council Asset register.

(2019 – 062) It was resolved that the Clerk should amend the title of the Bank Reconciliation to include payments of over £100.00.

(2019 – 063) It was resolved the purchase of new computer equipment should proceed provided that;

- a. Each Parish Council should pay 1/3 of the purchase cost and 1/3 of the future on-costs,

AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 26TH SEPTEMBER 2019

- b. The equipment should be written down in value over 3 years,
- c. Should the Clerk leave any or all of the 3 parish Councils then Azerley PC would buy the disconnected PC(s)'s share at the written down costs.
- d. The Clerk will produce a draft agreement to the next meeting of Azerley Parish Council.

(2019 – 064) It was resolved that the grass in the vicinity of Laver House, Winksley was Parish Land and should be maintained accordingly. The meeting was told that the grass has been cut in the past by members of the community, including the Chairman but on an ad-hoc basis. Perhaps this could be included in the grass cutting contract.

(2019 – 065) It was resolved that the tree trimming requirements in the vicinity of Laver House, Winksley should be carried out by the Parish Council as the trees were on Parish Council held common land.

(2019 – 066) It was resolved that the Clerk should review the NYCC grass cutting arrangements.

(2019 – 067) It was resolved that the Clerk should instruct David Blakley to reassess the trees in the Parish.

(2019 – 068) It was resolved to defer Cllr Robinson's agenda item regarding parking in Galphay until he is able to attend in person and explain the issues in detail.

(2019 – 069) It was resolved to defer the matter of commuted sums for consideration on a future date.

(2019 – 070) The following Correspondence was considered:
Harrogate Borough Council Budget 2020-2021 Consultation - Noted
Community Bulbs from HBC – **Noted**, Cllr Harling to collect.
Small Transport Grant Scheme, HBC – Noted perhaps HBC could fill potholes in roads and promote cycling.

Consultation on Proposed reforms to permitted development rights, HBC - Noted

(2019 – 071) It was **resolved** to approve the amendments to the current Standing Orders regarding orders for planning application decisions between meetings publication of draft minutes.

(2019 – 072) Financial Matters:

- a. It was **resolved** to approve for payment the accounts listed on "Appendix A", below.
- b. It was **resolved** to approve the bank reconciliation for the period to 26 September 2019 as the Chairman signed it accordingly.

(2019 – 073) The following Planning Notices were **considered**:-

- a. Planning Application - 19/02804/FUL - Erection of single storey extension - Meadow View Cottage - Mr L Broadbent – **application approved subject to conditions.**

(2019 – 074) The following Planning Applications were **considered**:-

- a. Planning Application - **19-03948-KIOSK** - proposed removal of public payphone - Telephone Box Galphay - BT Payphones. It was **resolved** to object to the removal of the telephone kiosks with comments concerning sporadic mobile signals and village utility.
- b. Planning Application - **19-03938-KIOSK** - proposed removal of payphone kiosk - Telephone Box Mickley - BT Payphones. It was **resolved** to object to the removal of

AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 26TH SEPTEMBER 2019

the telephone kiosks with comments concerning sporadic mobile signals and village utility.

(2019 – 075) It was confirmed that the next regular meeting of the Parish Council would be on 28th November 2019.

(2019 – 076) The meeting closed at 20:45hrs

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:

At the Regular Meeting of the Azerley Parish Council held on **28th November 2019** 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.

- vi. Clerk's Salary & PAYE
- vii. Clerk's SOFFEX
- viii. Ripon Accountants Yorkshire
- ix. YLCA – "The Good Councillors Guide"
- x. YLCA – Training "Off to a flying start"
- xi. YLCA – Annual conference & training.
- xii. Susan Welsh – Internal Audit Fee.

AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 26TH SEPTEMBER 2019

Appendix "B" –

Bank Reconciliation as at 19.11.2019 Including all payments (up to and over £100.00)

Santander a/c ****2922	<u>£ 12,663.29</u>	
Less Acs Outstanding - See Shed '1'	<u>£ 1,111.56</u>	
Sub Total	<u>£ 11,551.73</u>	£ 11,551.73

Cash Book - 25 July 2019

Santander a/c ****2922	<u>£ 13,614.03</u>
Add receipts - See Shed '3'	<u>£ -</u>
Sub Total	<u>£ 13,614.03</u>
Subtract payments - See Shed '2'	<u>£ 950.34</u>
	<u>£ 12,663.29</u>

Subtract A/cs Outstanding - Shed "1"

Current State

£ 11,551.73

Shed '1'

Yorkshire Accountants

Ripon	15.08.2019	£	36.00
Clerk Salary - Sept	27.09.2019	£	434.49
Clerk expences 2017-2018		£	542.44
YLCA - Good Councillor Guides		£	33.57
Susan Welch		£	50.00
SOFEX - Sept		£	15.06

£ 1,111.56

Shed '2'

SOFEX - Aug		£	15.80
SOFEX - July		£	15.81
SOFEX - June		£	30.20
SOFEX - May		£	23.80
SOFEX - April		£	21.75
Clerk Salary - Aug	30.08.2019	£	187.29
HMRC - PAYE - Aug	26.07.2019	£	41.80
YLCA - Training - Cllr Miller		£	115.00
clerk Salary - July		£	183.29
HMRC - PAYE - July		£	42.00
Farm & Land		£	273.60
		<u>£</u>	<u>950.34</u>

Shed '3'

£ -

AZERLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 26TH SEPTEMBER 2019

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

Schedule of Meetings 2018-2019

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

Thursday 28th **November** 2019

An Ordinary Meeting of the Parish Council - Winksley.

Thursday 23rd **January** 2020

Ordinary Meeting of the Parish Council. – Winksley.

Approved by Council on 29.11.2018