

NORTH STAINLEY WITH SLENINGFORD PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING

DATE: Tuesday 20th May 2014
TIME: 21.46 hrs
LOCATION: North Stainley Village Hall
PRESENT: Councillors Glenys Bailey (Chair), Margaret Goddard (Vice-Chair), Ian Alston, David Bryant James Stuart-Mills and Steve Tordoff.
IN ATTENDANCE: Iona Taylor (Clerk)
District & County Councillor Margaret Atkinson

1. ELECTION OF CHAIRMAN

It was resolved that Councillor Bailey be reappointed as Chairman for the forthcoming year and her Declaration of Acceptance of Office was duly received.

2. ELECTION OF VICE-CHAIRMAN

It was resolved that Councillor Goddard be reappointed as Vice-Chairman for the forthcoming year and her Declaration of Acceptance of Office was duly received.

3. WELCOME FROM THE CHAIRMAN

Councillor Bailey welcomed all those present to the meeting.

4. DECLARATIONS OF INTEREST – none.

5. APOLOGIES

Apologies were received and accepted from Councillor Taylor as he was on holiday.

6. FINANCIALS

6.1 2013/14 accounts.

It was resolved that the previously circulated accounts be approved.

6.2 Internal Audit.

It was noted that a change in circumstances mean that Mr Place is now unable to audit the Council's accounts. It was therefore resolved that Mrs Angela Barrant from Wilsill be appointed as the Council Internal Auditor for 2013/14. Her charge for this service will be £50. Her opinion will be available for consideration at the July Parish Council meeting.

6.3 Annual Return.

It was resolved that the 2013/14 Annual Return (including the Accounting Statements and Annual Governance Statements) be approved and signed ready for submission to Littlejohn (the Council's External Auditor).

6.4 Internal Audit Report.

It was resolved that the previously circulated Internal Audit Report for 2014/15 be approved and signed.

7. REPORT ON PARISH COUNCIL BUSINESS DURING THE PAST TWELVE MONTHS

Councillors

The following have served as Councillors throughout the past year: Glenys Bailey (Chair), Margaret Goddard (Vice-Chair), Ian Alston, David Bryant, James Stuart-Mills and Steve Tordoff. Steven Taylor of Roseberry Green was co-opted on to the Council at its meeting in July 2013.

Meetings

The Parish Council has met 7 times since the 2013 Annual Parish Council Meeting. These comprised of 6 'ordinary' meetings and a further one to consider consultations on planning applications and other urgent items of business.

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Planning and Development

- A large proportion of the Council's time during the past year has been devoted to ongoing communications with North Stainley Estate about proposals for further development in North Stainley, including the possible provision of a new school. A well attended Parish Council meeting was held in July 2013 at which James Staveley of North Stainley Estate outlined his initial proposals for a development scheme.
The Parish Council has investigated whether a Neighbourhood Plan would be appropriate in this case and continues to monitor developments. The Parish Council has agreed that it will retain a neutral position on proposals, until the time is right for it to conduct its own survey of residents to obtain a mandate on how to proceed. The Parish Council has recently forwarded a petition, signed by residents concerned about the derelict appearance of the shop and garage site, to North Stainley Estate.
- The Parish Council has responded to consultations carried out by North Yorkshire County Council on the Minerals & Waste Joint Plan and by Harrogate Borough Council on the Local Development Framework / Local Plan.
- The Parish Council has considered 11 planning applications during the year, with proposals ranging from a horse manege, to solar panels, to extensions to properties and works to protected trees.

General

- In September 2013 the Parish Council was invited to take part in North Yorkshire County Council's Temporary Vehicle Activated Sign scheme. This means that a 'flashing sign' will be sited at different locations in the village three times over the next few months. The cost of participating in the scheme has been met through funding from Harrogate Borough Council.
The Parish Council was delighted to be able to take part in the scheme, having campaigned for additional traffic calming measures in North Stainley for a number of years.
- Farm & Land Services Ltd from Knaresborough took up the post of parish caretaker in April 2013, carrying out 8 hours work in the parish each month. The Parish Council has been pleased with their standard of work in areas such as litter picking, footpath clearance and tree works.
- The caretaker carried out regular maintenance on some of the communal areas of North Stainley which were transferred in to the Parish Council's ownership during 2013, including the areas around the village ponds. The Parish Council is continuing to monitor the specification for this area. It should be noted that the Parish Council is not responsible for the invasive weeds in the water.
- Farm & Land Services Ltd is also the Parish Council's grasscutting contractor, carrying out 16 cuts per year of the verges and some communal areas through North Stainley.
- The Parish Council has corresponded with Highways North Yorkshire about a number of road faults in the parish. The majority of these have been resolved through the Tour de France works programme.
- The Parish Council maintains the playground on Watermill Lane, with works this year having included a replacement swing seat and mole control. The spinner had to be removed as it reached the end of its working life. The site is inspected on a regular basis by the parish caretaker.
- The Parish Council has supported the work of the Oil Club and Community First Responders as well as Ripon Citizens Advice Bureau.
- The Parish Council responded to consultations by North Yorkshire County Council on proposals to reduce costs by cutting bus subsidies, which in turn has led to reduced service levels with effect from 1st April 2014.
- The Parish Council continues to receive regular updates on the work of North Stainley Sport & Recreation Trust for whom it is custodian Trustee.
- The Parish Council has also received regular updates on proposals for when the Tour de France Grand Depart comes through North Stainley later in 2014.
- The Parish Council is corresponding with Harrogate Borough Council about the future of the litterbin on Watermill Lane.

8. REVIEW OF DOCUMENTS

It was resolved that the following documents be re-approved without amendment:

- 8.1 Standing orders.
- 8.2 Financial regulations.
- 8.3 Risk assessment.
- 8.4 Financial risk assessment.
- 8.5 Asset register.
- 8.6 Staffing policy – it was resolved that Councillors Bailey and Stuart-Mills be appointed to the Staffing Committee.

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- 8.7 Publication Scheme (Inc. Guide to Proactively Published Information).
- 8.8 Policy for the Retention of Documents and Information.

9. **INSURANCE POLICY**

It was resolved that the Parish Council should renew its policy with Zurich Municipal and take advantage of a three year agreement. The cost for the 2014/15 period is £492.33.

Meeting closed at 21.51 hrs.

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

SIGNED: **(Chairman)**

DATE: