

NORTH STAINLEY WITH SLENINGFORD PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING

DATE: Tuesday 9th May 2017
TIME: 7.30pm
LOCATION: North Stainley Village Hall
PRESENT: Councillors Glenys Bailey (Chair), Ian Alston, Liz Falkingham, Margaret Goddard, Mike Porter
IN ATTENDANCE: Cllr Margaret Atkinson (HBC / NYCC), one member of the public (MoP)
CLERK: Nick Reed (minutes)

17.39	Election of a Chairperson It was RESOLVED that Cllr Bailey be re-elected as Chair of the Council, and the declaration of acceptance of office was duly signed.
17.40	Election of a Vice-Chair It was RESOLVED that Cllr Tordoff be re-elected as Chair of the Council, and that he is to sign the declaration of acceptance of office when next available to do so..
17.41	Apologies Apologies were received and accepted from Cllrs Bryant and Tordoff.
17.42	Minutes of the Annual Parish Council Meeting held on 17th May 2016 These were AGREED as a true record of the meeting and signed as such.
17.43	Council documents
17.431	Standing orders: It was RESOLVED that these be re-approved and re-adopted unamended.
17.432	Financial regulations: It was RESOLVED that these be examined as an agenda item at the next regular council meeting, with particular reference to internet banking mandates.
17.433	Audit plan and internal controls: It was RESOLVED that these be examined as an agenda item at the next regular council meeting, with particular reference to internet banking mandates.
17.434	Asset register: It was RESOLVED that this be approved and signed by the Chair.
17.435	Code of conduct: It was RESOLVED that this be re-approved and re-adopted unamended.
17.436	Risk assessment: It was RESOLVED that a generic version, along with a 2017-18 risk assessment, but brought to the next regular council meeting
17.437	Retention of information scheme: It was RESOLVED that this be re-approved and re-adopted unamended.
17.438	Model publication scheme: It was RESOLVED that this be re-approved and re-adopted unamended.
17.439	Complaints polic: It was RESOLVED that this be re-approved and re-adopted unamended.
17.4391	Staffing Committee terms of reference and grievance policy: It was RESOLVED that these be re-approved and re-adopted unamended.
17.44	Audit matters for the year ended 31st March 2017
17.441	Approval of Annual Governance Statement. This was read and it was RESOLVED to approve the statement as submitted on the Annual Return.
17.442	Approval of annual receipts and payments accounts. These were considered and it was RESOLVED to approve them.
17.443	Approval of the Statement of Accounts of the Annual Return. This was considered and it was RESOLVED to approve it. The Council NOTED that the precept and “total other receipts” would require an explanation of variances form filling in, with the main reason for variances being the increased cost of and decreased grant for grass cutting, and expenditure on tree maintenance which had not been necessary in 2015-16.

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17.45	Report on Parish Council Business 2016-17 The report as appended to these minutes and previously considered at the Annual Parish Meeting was ACCEPTED as a true record of Council business over the previous financial year.
17.46	Parish Caretaker It was RESOLVED to re-appoint DTMS Ltd to this position, on a basic contract of 8 hours per month at £16 per hour with other duties contractible by the hour as required. Councillors NOTED their approval of the quality and efficiency of DTMS's work over the year.
17.47	Staffing Committee and Grievance Committee It was RESOLVED that the Staffing Committee would consist of Cllrs Bailey, Tordoff and Bryant, while the Grievance Committee would consist of Cllrs Bailey, Tordoff and Falkingham.
17.48	Citizens Advice Bureau It was RESOLVED to once again make a Section 137 payment of £110 to Craven and Harrogate Citizens Advice Bureau.
17.49	Date of 2018 Annual Parish Council Meeting This was confirmed as Tuesday 8 th May 2018.

Meeting closed at 8.05pm.

SIGNED: (Chair)

DATE:

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North Stainley with Sleningford Parish Council

Report on Parish Council Business 2016-17

Glenys Bailey (Chair), Margaret Goddard (Vice-Chair), Ian Alston, David Bryant and Steve Tordoff have served as Councillors throughout the year. Steve Taylor and Dawn Levine resigned during the year, with Ian Alston and Liz Falkingham co-opted to replace them. Iona Taylor resigned as Clerk during the year, with Nick Reed appointed to replace her.

The Council met seven times over the year for a full agenda of business, with four 'planning' meetings convened to discuss planning applications and/or other urgent business.

The Council has continued to monitor any progress with proposals for development in North Stainley, both in regard to specific applications and to the Harrogate District local plan. The Council has agreed to remain neutral on any large-scale proposals until it obtains a mandate from the public; this mandate will be obtained by carrying out a survey of residents on the submission of a planning application to Harrogate Borough Council.

The Council has responded to consultations carried out by North Yorkshire County Council on the Minerals and Waste Joint Plan and public rights of way.

The Council receives updates from the North Stainley Sport and Recreation Trust, and the allotments working group, at all meetings.

The Council has continued to operate the parish caretaker scheme, whereby DTMS Ltd are contracted to carry out on average eight hours of work each month. It also arranges six grass cuts per year, which are supported by a grant from North Yorkshire County Council.

The Council continues to operate and maintain the children's playground on Watermill Lane.

The Council has considered an initial consultation on proposals for devolution in the Harrogate District and will continue to monitor this developing situation.

The Parish Council reviews its standard documents and policies annually, including the Code of Conduct. These documents, as required by the Transparency Code for Smaller Authorities to which the council works, are regularly uploaded to the Council's website at www.northstainleyparishcouncil.btck.co.uk, or are available on request from the clerk.