

Minutes of the Ordinary Meeting of Kirby Misperton Parish Council

Tuesday 28th June 2022

The meeting was held at Kirby Misperton Village Hall.

One Member of the Public was invited to attend as a potential Candidate to fill the Council vacancy were present.

Present:

Cllr Peter Winter – Chairman

Cllr Jacqueline Cray – Vice-Chairman

Cllr Charles Booth

Cllr Helen Brotherton (& Volunteer Clerk)

1. There were no apologies for absence.
2. There were no declarations of interest in items on the Agenda.
3. It was RESOLVED to approve the Minutes of the following meetings, as a true and correct record:
 - 3.1. KMPC Meeting 26th April 2022 – APPROVED
 - 3.2. KMPC Annual Meeting of the Parish Council 28th May 2022 – APPROVED
 - 3.3. KMPC Annual Parish Meeting 28th May 2022 - APPROVED
4. Ongoing issues (matters arising) from this meeting, were all covered elsewhere on this Agenda.
5. War Memorial & Roundabout project and update:

Three Quotes are required to progress the idea of the roundabout refurbishment. Christopher Humphries of “Spruced Up” has been requested to submit a fully costed proposal in advance of the next meeting. Cllr Cray agreed to pursue the recommendation from RV Rogers Nurseries. Cllr Booth also has a possible person to approach to see if interested in quoting for the refurbishment project. It was AGREED that all effort should be made to have quotations and proposals to discuss at the next KMPC meeting.

6. Planning

- 6.1 It was noted that no new Planning Applications were forthcoming from RDC.
- 6.2 The Clerk was requested to ask for an update on the halted works on the Stocks Brow development since it was understood, from the email communication in December 2021, that there were some issues with breaches in planning regulations, but that an investigation was still ongoing.

7. Financial Matters

7.1 The Council officially declared itself EXEMPT, for the purposes of the AGAR submission for 2021/22. It was accepted that once submitted by the RFO by 1st July 2022 deadline, that it would be displayed for 30 days on both the website and noticeboard

7.1.1. The Financial Risk Assessment was reviewed and declared APPROVED and is now up on the website and will be reviewed annually.

7.1.2 Updated Financial Regulations with any new NALC recommendations and wording will be prepared by the RFO for review at the next meeting.

7.1.3 It was agreed to add 5 of the new Jubilee Flower tubs to the Council Asset Register. The other 5 are on Village Hall land and will be that Committee's responsibility

7.2 RFO had circulated the Bank Reconciliation and Payments & Receipts spreadsheets prior to the meeting. It was AGREED that everything was financially correct. The following cheques were APPROVED as part of the Jubilee budget (*the final and complete Jubilee budget and spend will be published on the website for transparency on items over £200*):

- i. Chq # 387 – HPE Print (Jubilee flyers) - £50.00
- ii. Chq # 388 – H Brotherton (for DJ – Beacon Disco) - £200.00
- iii. Chq # 389 – S Bloom (Jubilee BBQ) - £75.00

The following cheque would need to be signed in July when the invoice is received:

- iv. Chq # YLCA Internal Audit fee - £120.00

7.2.1 The Internal Control signed off on 2nd Feb 2022 is now up on the KM website. The Internal Audit suggested that the Internal Controls should be reviewed more regularly. Given the very small number of financial transactions each Financial Year, it was RESOLVED to review Internal Controls biannually and therefore include it on the Agenda for the next KMPC meeting in August. The other comments from the Internal Auditor were reviewed and it was acknowledged that the improvements from the 20 / 21 Audit were very positive and the failings of the previous Clerk had been addressed and rectified.

7.3 The Clerk confirmed that the balance of the General Training is £82.50 for 2022 / 23 is available for any Councillor to utilise.

7.4. General Budget Review 2022/23: the RFO advised that the Internal Auditor had suggested that the Reserves held by the Council (currently at £525 for 2022/23) which represents approx. 6 months net revenue expenditure (NRE)) should be closer to 12 months NRE, as we are a small authority. The previous Clerk had made no provision for a Reserve. As this would mean doubling the reserve and thereby decreasing the funds currently set aside for community projects, it was suggested that the Council should consider working towards this figure over the next five years. This will be fully discussed at the next meeting.

7.5 Council Insurance – despite the BHIB Insurance for 2022/23 being approved at the April meeting, the Auditor suggested that a more thorough review of the Insurance Policy and its cover should be undertaken each year. BHIB are the recommended specialist insurers for local Council Authorities.

8. Village Matters & Matters requested by Councillors

8.1 KM8 / Third Energy – Cllr Cray confirmed that there are continuing feasibility studies regarding the production of clean renewable energy. Cllr Cray has been in discussions with the Third Energy Communications officer and there will be a presentation at the next village Tea & Chat (2 – 4pm) on July 15th at the Village Hall – all welcome.

8.2 Local Government Restructure – Cllr Winter advised that there was nothing new or significant to report, but that he remains in close contact with our re-elected District Councillor and new North Yorkshire Councillor, Steve Mason.

8.3 YLCA – Cllr Brotherton reported that she and Cllr Cray had attended the recent Ryedale Branch meeting of the YLCA

8.4 NYCC Highways & Pavements – the Clerk advised that she had received a communication from the NYCC Highways Communications officer he would be undergoing long term medical treatment and that we should use other methods, such as the Parish Portal for reporting problems. The Clerk to circulate this information.

8.5 Other village matters:

8.5.1 Cllr Winter proposed the need for the village / parish noticeboards to be renovated or replaced. It was AGREED that the Council should obtain three Quotes for replacement boards. Clerk to check with YLCA if there are approved / recommended suppliers.

8.6 Traffic & speeding issues – the Clerk was requested to contact our PCSO to ask when further Speedwatch events are planned. The event in January 2022 was promised to be one of several over the year at different times and days.

8.6.1 Cllr Booth commented that a traffic data assessment (wires across the road) appeared to be in operation on the road between the bridge and the entrance to the village on Kirby Misperton Road. Cllr Steve Mason to be contacted by Cllr Winter to ask what data had been collected from the exercise. The wires had not been requested officially by the Council and therefore the Council is not expecting to contribute to any costs.

8.6.2 Traffic & “20 is Plenty” campaign: the Yorkshire representative, Ian Conlan gave a very convincing and strongly evidence-based presentation at the YLCA Ryedale branch meeting. The Council again gave unanimous support to this campaign, and it was suggested that it should have a more prominent place on the Parish website with links to the national campaign. The Clerk advised she would write a letter to the Police Commissioner, Zoë Metcalf, to press for an explanation for her lack of support of the “20 is Plenty” campaign answer to the KMPC question at the recent YLCA Zoom event.

9. Other Council Matters

9.1 Sarah Barker-Wyatt, resident of Kirby Misperton, has put herself forward for the role of Councillor and to fill the current vacancy. It was RESOLVED that she would be formally co-opted for the role at the next meeting in August.

The Council agreed to move the date of the next meeting from 23rd August to Wednesday 31st August to accommodate Councillors holiday plans.

Further meeting dates were agreed to meet the requirements of budget and precept planning, up to the end of the 2022 calendar:

Subsequent meeting dates agreed:

31st August 2022

19th October 2022

7th December 2022

There being no other business, the Chairman thanked those present for their attendance and declared the meeting closed at 21h00

Signed:.....

CHAIRMAN

Date:..... 31/8/22