

# Minutes of the Ordinary Meeting of Kirby Misperton Parish Council

**Wednesday 19<sup>th</sup> April 2023**

The meeting was held at Kirby Misperton Village Hall.

Mark Atkinson was present as a member of the Public, until the co-option process was completed.

## **Present:**

Cllr Peter Winter – Chairman  
Cllr Jacqueline Cray – Vice-Chairman  
Cllr Helen Brotherton (& Volunteer Clerk)  
Cllr Sarah Barker

1. There were no apologies.  
The Chairman had requested that Agenda Item 8.10 be brought forward to the beginning of this meeting. The item is to formally Co-opt Mark Atkinson onto the Council so that he could participate in the full meeting. The Chairman proposed Mark, the Vice Chairman seconded and as he was in full agreement, Mark Atkinson was duly co-opted. The Clerk confirmed the need for his to complete a Register of Interests form for the new NYC.
2. Declarations of interest: As the ongoing services of Not Just Mowing for maintaining the churchyard grass cutting requirements would be requiring a Cheque approval in this meeting, Cllr Brotherton reminded the Council that Colin Pepler of NJM was her son-in-law.
3. It was RESOLVED to approve the Minutes of the following meetings, as a true and correct record:
  - i. KMPC Meeting 1<sup>st</sup> March 2023 - APPROVED
4. Matters arising.  
Ongoing issues from this meeting were all covered elsewhere on the Agenda. Cllr Winter advised that had not yet approached the new NYC regarding the lack of consultation procedures, and he apologised for this.
5. War Memorial & Roundabout project
  1. Update on Phase II  
  
The Roundabout is now complete and all the grant funds have been allocated accordingly. The designer has recommended that some ongoing weeding and mulching should be actioned once the plants really get going. Cllr Winter has contacted a local farmer about supplying mulch when required. Andrew Karavics had also recommended planting some extra bulbs in the Autumn to show in the Spring, i.e. the low season when the perennials are dormant. Clerk to ask for a costed budget from Andrew. In the meantime, an additional £100 for bulbs has been added to the 2023/24 budget. The Chairman commented that the roundabout is already looking better and thanked everyone involved.

It was agreed that there should be a Phase III to plan to clean the actual War Memorial and to look into getting some expert advice and to look at budgeting Phase III. New Councillor Mark Atkinson added that there should be research also on the graffiti on the metal plaque which took the place of the original metal letters. The whereabouts of these original metal letters is unknown.

6. Planning - There are no new Planning Applications to discuss:

Cllr Brotherton commented that she had heard of concerns for the previously approved extension to the Ashfield Caravan site might create future issues with parking and overspill in the village.

7. Financial Matters

7.2 The RFO circulated information and copies of the current financial documents. Bank & Cheque Book Reconciliations, Current Budget and Outturn and where the transition from the 202/23 Financial Year and now current 2023/24 shows all accounting records are true and correct. Noted that Grant payments in were received in the old FY and payments out in the new FY, hence unrealistically high balance in bank at Year End. The following cheques and payments were approved, some retrospectively due to the high demands for payments supporting the Coronation Budget, Noticeboards & Roundabout expenditure:

The following cheques were APPROVED

- i. Chq # 519 £135.00 – NYC for Salt Bin refills
- ii. Chq # 520 £1049.88 – balance for Notice boards
- iii. Chq # 521 £200.00 – A Karavies – roundabout design & planting
- iv. Chq # 522 £1760.40 – repayment to NYC of grant overpayment error
- v. Chq # 523 £454.80 – RV Rogers – roundabout plants
- vi. Chq # 524 £100.00 – Spruced up – roundabout (since cancelled and replaced)
- vii. Chq # 525 £110.00 – H Brotherton (Jubilee Fireworks)
- viii. Chq # 526 £150.00 – Julia Arts (Coronation facepainting etc)
- ix. Chq # 527 £134.00 – YLCA Annual membership
- x. Chq # 528 £450.00 – Not Just Mowing (Colin Pepler), including one off payment for rear of churchyard.
- xi. Chq # 529 £90.00 – A Brown (bouncy castle)

It was AGREED that as the main expenditure for the projects and the Coronation had now taken place, that the RFO should proceed to reclaim the VAT from HMRC.

7.3 The Training budget is healthy for the new Financial Year and the new Councillor's were urged to look at the possibility of enrolling on some of the excellent YLCA webinars. As a small authority we benefit from a reduced rate for registering for these courses.

7.4 General 2022/23 Budget review and of the new Budget for 2023/24:

It was AGREED that the Clerk should question the Internal Auditor about the size of the reserves, given that there is no paid clerk role.

It was agreed to amend the Budget by an additional £80 for plants for the now KMPC 5 x flower tubs (see Asset Register) and also to fund the Village Christmas Tree for December 2023.



The RFO confirmed that her volunteer Clerk status combined with fortuitous receipts of grant funding, meant that there could be plans for another community project, beneficial to the Parish. AGREED to add to the Agenda for the next KMPC Ordinary Meeting.

7.4.1 AGAR (Annual Governance Accountability Return). The RFO circulated the Draft return and illustrated that all the numbers were correct. It was AGREED that the YLCA should be appointed as Internal Auditor for 2022/23. Clerk agreed to action immediately with a view to completing the Audit process to have it signed off at the Annual Meeting on 20<sup>th</sup> May.

#### 8. Village Matters & Matters requested by Councillors

##### 8.1 KM8 / Third Energy – update from Cllr Cray

Cllr Cray shared the Third Energy notification and confirmed that the other Parish Liaison person, Hazel Winter had posted the news on the village FB page. Next works planned do not affect Kirby Misperton and KM8

##### 8.2 Local Government Restructure / Parish consultation – Cllr Winter to pursue the “missing” Parish Consultation

8.3 YLCA – Cllr Brotherton confirmed there was no news to update the Council with. The Clerk will continue to circulate White Rose newsletters and any important communications received by email from YLCA.

8.4 NYCC Highways & Pavements – Cllr Brotherton reported that she had had a site meeting on the Cemetery pathway with Jon Dickens from Highways Area 4 on 18<sup>th</sup> April 2023. Also in attendance to support was Bishop Graham Cray, standing in for Cllr Cray. The meeting had been called to understand how “bad” the dangerous and impassable footpath had to get to gain recognition and action! Cllr Brotherton reported that the entire budget for what was Ryedale for footpaths is just £100,000 and that the Cemetery path, repaired to a “Gold” standard would cost approx. £50,000. Jon surveyed the site and agreed that something should be done. He agreed to look into any budget available for “drains” to potentially deal with the underground stream. There could then possibly be some standard re-curb and a slurry solution (aggregate and a fixative – spread on and hardens). Whilst not as robust as tarmac, it would provide a solution. This could be looked at for 2024. It was discussed by Councillors that this was the first time the problem had been accepted as an issue – it was questioned by the Chairman how the status of the pavement could “change” to being finally recognised as a serious problem. Clerk awaiting proposals in writing from Highways.

##### 8.5 Other Village matters

8.5.1 Village Noticeboards – the new boards are now in place! Thanks to all who assisted and a particular debt of gratitude to Mark Wilkinson in the village – our local joiner, whose assistance was invaluable. Special Allen keys for the lockable boards are now held with the Clerk, Cllr Winter and Cllr Cray (items x 3).

Request from Flamingo Land Residents for a separate noticeboard on the site so they can be included in the village - Cllr Cray, as FL liaison representative, to contact Helen Brown (Gordon Gibb's PA). A face to face meeting to follow up from the last one in December 2021 was proposed. Cllr Cray and Cllr Barker to represent KMPC. To be progressed

8.6 Traffic & speeding issues – 20 is Plenty – potential application to NYC via Cllr Steve Mason – no response to date about how best to approach an application. Clerk to chase again.

8.7 Drains & Sewers – need for an up to date & current map / plan for the village from Yorkshire Water – Cllr Winter to update – no update.

8.8 Affordable Housing in the village and surrounding areas – Cllr Cray confirmed that sadly, no plans for affordable housing in the parish were extant. Cllr Atkinson asked if the Council have any control over properties being purchased as holiday lets. The Chairman confirmed that this was beyond the Council's remit.

8.9 840 Coastliner bus route under threat

Cllr Winter confirmed his understanding is that the route will be supported until at least July 2023.

#### 9. Other Council Matters

9.1 Plans HM King, Charles III's Coronation – May 2023

A Village Hall Committee / KMPC Coronation meeting had taken place before this meeting. The Parish Council of the Barugh's have now confirmed they will be involved in the proceedings and had now agreed to their £100 contribution to the activities. The RFO continues to manage the overall Budget for the Coronation activities.

To note that the date of the next meetings:

20<sup>th</sup> May 2023 10h00 - Annual meeting of the Parish Council

20<sup>th</sup> May 2023 10h30 – Annual Parish Meeting - social event with coffee, cake and guest speakers – the Clerk confirmed she would be promoting the invitation to the public for the Annual Parish Meeting would be publicised on the Village newsletter, the Notice boards and the FB page. Nigel Brotherton has confirmed as Guest speaker ref the St Laurence's church project. Cllr Steve mason is yet to respond.

Clerk to check VH availability for next ordinary meeting for 28<sup>th</sup> June.

There being no other business, the Chairman thanked those present for their attendance and declared the meeting closed at 20h45

Signed.....

CHAIRMAN

Date:.....20/05/23.....