

Minutes of the Ordinary Meeting of Kirby Misperton Parish Council

Wednesday 28th June 2023

The meeting was held at Kirby Misperton Village Hall.

Present:

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

1. There were no apologies.
2. There were no Declarations of interest:
3. It was RESOLVED to approve the Minutes of the following meetings, as a true and correct record:
 - i. KMPC Annual Meeting 20th May 2023 – APPROVED
(As the Chairman had been unable to attend the Annual Meeting on 20th May, Cllr Winter signed the Acceptance of Office form at this meeting)
 - ii. KMPC Annual Parish Meeting – 20th May 2023 – pre-APPROVED
(full Approval is due to be granted at the 2024 Annual Parish Meeting)
4. Matters arising.
All ongoing issues were covered elsewhere on the Agenda
5. Planning:
Planning Application ZE23/00470FUL – Oak Tree House – Glamping Pod / Holiday Accommodation. The Council noted there had been one Objection and one neutral Observation from Members of the Public recorded on the NYC Planning Consultation website. The Council discussed other potential issues including the requirement for additional parking in the drive of the property to avoid overspill and pavement parking. It was noted also that information from the original builder had revealed that there was a now redundant sewage pre-preparation plant still in situ in the front garden. This had been required when the property was connected to a septic tank but is now not in use and obsolete. The Council requested the Clerk to make these observations via the Planning website in advance of the deadline of 29th June.
6. Financial Matters:
 - 6.1 The RFO shared all Bank & Cheque Book Reconciliations and showed how the payments out and receipts in were all correct. The Bank Balance at 20th June 2023 (last statement date) was £3,805.68. The RFO advised she would be switching to the YLCA recommended bank reconciliation format in the Autumn, as suggested by the Internal Auditor. The following cheques were approved:
 - i. Chq # 540 £160.00 – Chris Humphries (Spruced Up) – Roundabout mulching and weeding (10 hours) *Minute ref: KMPC 190423 #5.1*
 - ii. Chq # 541 £59.99 – Helen Brotherton – repayment for upgrade to full Microsoft 365 Licence. *Minute ref: KMPC 280623 #6.3.4*

6.2 Training Budget – Cllr Winter advised that he wished to attend the YLCA Training Course on “Developing Skills” on 27th July. This is covered by the current Training Budget and is APPROVED. Cllr Cray expressed interest in a Planning webinar scheduled for September 2023. This will also be covered by the current Training Budget and is therefore APPROVED. The Clerk advised that the YLCA webinar on Agendas, Policies & Procedures she attended on 16th May (£12.50) had been very worthwhile. There is more in the Training Budget for 2023 / 24 for any Councillor wishing to expand their skills and knowledge.

6.3 General Budget 2023 / 24 Review:
The RFO shared the current Outturn and status of the Budget for this Financial Year and confirmed that the unallocated funds to date are £3,780.01. Therefore, a further costing and budgeting exercise on the cleaning and refurbishment of the actual War Memorial could indeed proceed (*See Minute Ref KMPC 280623 #7.4*)

6.3.1 AGAR Submission 2022/23:

The RFO confirmed that the AGAR had been submitted in the correct time and that the Notice of the Exercise of Public Rights had duly been published on 23rd June 2023 on both the Notice Board and the Parish website. It will remain in place until 3rd August, thereby complying with the Audit Regulations.

6.3.2 VAT Reclaim:

The delayed VAT reclaim (due to both Jubilee and Coronation events, plus major VAT applicable expenditure in April 2023) has been successful. Reclaimed funds of £575.24 were received in the bank on 24th May 2023.

6.3.3 Coronation Budget:

Copy of the final Budget and Expenditure was circulated. The spend was under the planned Budget. It has been discussed with all the contributors (Village Hall, Gt & Ltl Barugh PC and St Laurence's) that to return donations made, it would be easier, and also in line with HM the King's wish for Community Volunteer activities on the Coronation Bank Holiday Monday, that the full budget commitment should be adhered to and the remaining balance could be gifted to a charity. All the parties had agreed in advance of the meeting that the young person's homeless charity, SASH could be the beneficiary of the £180.68. This was formally Proposed by the Chairman, seconded by the Vice Chairman and will be on the Agenda for the next meeting in August to APPROVE.
It was noted again that the hard work, and free offers of time and materials for this splendid event was recognised with gratitude and has therefore created an excess to go to a very worthy cause.

6.3.4 Clerk's laptop – business expense:

The Clerk / RFO, having found the free cloud-based Microsoft 365 service inadequate for Council work, had proceeded to pay for a fully licenced product. This will be approximately £60 per annum. It was noted that the Volunteer Clerk does not claim any other office expenses from KMPC. The payment (see cheques above) was APPROVED by the Council.

6.3.5 Church clock and biennial servicing:

The Clerk explained that the Parish Council had undertaken the provision for the biennial servicing of this timepiece in the village. As the Church is currently looking to upgrade to an auto-mated winding mechanism, the Clerk had sought advice from the YLCA. The advice was that legally and correctly, a Parish Council (Local Authority) should not subsidise any religious building. The exceptions to this would be if it were proven that the clock was installed by public subscription or by donation, and not purchased by the Church of England. Cllr Barker – Wyatt agreed to draft a legal letter to the church of St Laurence's in the Diocese of York to request a determination of ownership and thereby, ongoing maintenance. The Clerk advised that the maintenance invoices from Smith's of Derby make reference to it being the

Clock in the Church of St Laurence's, but that no comments on this had been forthcoming in the last three YLCA Internal Audits.

7. Village Matters and KMPC Representatives:

7.1 KM8 / Third Energy – update from Cllr Cray included more information on the proposed distillery activity. It was noted that there were concerns about potential increases in traffic and that Cllr Cray would continue to press Third Energy for more information as the KM8 project develops.

7.2 Local Government Restructure / Parish consultation – Cllr Winter advised there was no real news on the burgeoning new authority other than an MP resignation had led to a “hung” political situation.

7.3 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. The Annual Joint Meeting of the YLCA is scheduled for Saturday 22nd July but the Clerk is unable to attend and will send an Apology.

7.4 War Memorial – Cllr Atkinson confirmed that on receipt of all the background information on the Memorial from the Clerk, and has since contacted the War Memorial Trust, the Conservation Register and Historical England. Cllr Atkinson is progressing various site meetings and quotes and is aware of the risks of “over-cleaning”. The idea of pursuing possible grant funding for this will be continued when further information is gleaned. The idea of a separate engraved stone to replace the graffiti damaged plaque will be part of the ongoing discussions / research.

7.4.1 The designer, Andrew Karavics of Scampston, for the “creatively wilded” re-planted roundabout had suggested investing in some Spring bulbs, to be planted in the Autumn. This would give additional colour and an extended flowering period. Andrew had suggested £100 - £120 for additional bulbs would be sufficient. RV Rogers prices for Spring bulbs won't be available until August. An additional budget of £120.00 for bulbs was unanimously APPROVED.

7.5 NYCC Highways & Pavements:

Cllr Brotherton reported that she was continuing to liaise with Highways. The sub-contractors poor strimming and salt bin damage had been dealt with. Highways confirmed the flaying tractor used in the first stage had indeed damaged the salt bin and had agreed to replace it.

The footpath repairs / resurfacing and kerbing were completed with notice given in good time for residents ref a potential road closure. The footpath has been sided-out, tack coated and keyed into the existing kerb line. Cllr Barker – Wyatt noted that there were additional white markings, denoting that further works could be planned for next financial year.

It was noted the Cllr Steve Mason of NYC had advised at the public Parish Meeting that there could be an option to access the Accessibility Budget if further works are required.

7.5.1 The Clerk advised that she had been notified by NYC of plans to upgrade the village street lighting to more environmentally friendly LED lighting and also for part night-lighting i.e. switched off between the hours of 12h00 midnight and 05h00. The results of the survey will be sent to the Clerk by the end of July.

8. Other Village matters:

8.1 Flamingo Land meeting (inc plans for Notice Boards for the FL Residents)

Cllr Cray & Cllr Brotherton attended a meeting with Gordon Gibb and his PA, Helen Brown on 22nd June. It was a very positive meeting with the opportunity for the Councillors to give a summary of activities already undertaken in the Village for the benefit of the parish. There had used to be a Notice Board, but it had been taken down some time ago. Gordon accepted the request for a FL Residents to have a small public Notice Board on the site for Council notices etc and also for events in the Village such as Tea & Chat. He offered to fund the whole project. The Clerk duly sent copies of the designs and the supplier of the Notice Boards to Helen Brown so the FL one can be replicated.

8.2 Traffic & speeding issues – 20 is Plenty

The Council APPROVED unanimously to progress with the formal application to Highways to request Main Street be considered for a 20 mph section from the Roundabout up to the bend next to the Methodist Chapel. Highways have advised they will conduct a Traffic Survey to ascertain average mean speeds. If it is 24 mph or less, then we would be able to proceed with the application for the 20 mph zone. If the average mean speed is higher, Highways advise we should look at physical measures instead, which may not be fully funded. The Clerk has also requested that the very least action could be for additional 40 mph speed limit signs to be installed prior to the 30 mph ones, as Great Habton has. The potential benefit would be to slow vehicles down in advance of the 30 mph zone.

Community Speedwatch – The Clerk will circulate the Guidance Pack from the Police about applying to set up a Community Speedwatch Team. As it will require a minimum of 4 persons on the Team, and at least 3 on site at any planned Speedwatch activity / event it will likely require recruitment from the wider village and not just the Councillors themselves.

8.3 Public Rights of Way

Cllr Winter gave a detailed explanation and summary of the current issues with footpaths, signs removed, obstacles etc. He advised that OS maps are for guidance and not for showing legal ROW's (Rights of Way). There is a requirement to have a Definitive map from NYC, who will liaise with landlords and arrange for proper notices and signs. The current unlined map is unclear and not Definitive. Cllr Winter undertook to contact NYC about this matter.

8.4 Re-wilding Verges – Environmental Group

Cllr Winter gave the Council an update about plans to create 100m stretch of properly re-wilded verge, specifically on the approach to Kirby Misperton from the Gt Habton end. 70% of rural verges are not cut by the Council. When they do cut grass it is typically for visibility issues, the cuttings are left, inhibiting flowers seeding. The Environmental Group have been granted permission by Highways to take over the responsibility of this verge, the encourage low fertility and wildflower growth. Cllr Brotherton proposed that the Council should support this activity. The proposal was seconded by Cllr Atkinson and the Council unanimously APPROVED the project and wished it every success.

8.5 Community activities for 2023/24

Following the success of the recent events i.e. the Jubilee and the Coronation, it was AGREED that more Community events could be included in further meetings for discussion. The Clerk had received a message from a MOP ref. a possible Summer Fete next year. The Clerk also advised there would be more Beacon Lighting and other celebrations in June 2024 to mark the 80th anniversary of VE Day. It was also agreed that there were no plans for anything else major in 2023

9. Other Council Matters

To notify the Clerk of matters for inclusion on the Agenda for the next meeting.

- Cllr Winter requested that Nature Recovery Plans be included on the next Agenda.

To agree future dates for Ordinary meetings.

- The next meetings will take place on:
Wednesday 30th August 2023
Wednesday 25th October 2023
Clerk to check availability of the Village Hall

There being no other business, the Chairman thanked those present for their attendance and declared the meeting closed at 20h30

Signed.....

CHAIRMAN

Date:.....30/8/23