

Minutes of the Ordinary Meeting of Kirby Misperton Parish Council

Wednesday 12th June 2024

The meeting was held at the KMA well site and was preceded by a site visit and presentation on the plans for geothermal energy for the village by Third Energy. Several members of the public were in attendance for this visit. No Members of the Public stayed for the actual meeting.

Present:

Cllr Jacqueline Cray - Vice-Chairman (acting Chair for the meeting)
Cllr Helen Brotherton (& Volunteer Clerk)
Cllr Peter Winter
Cllr Sarah Barker - Wyatt

1. Apologies were received from Cllr Geoff Fazackerley due work commitments.

1.1 The Apology was duly Accepted.

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:

3.1 KMPC Ordinary Meeting 24th April 2024

Councillor Cray raised a concern over Item 7.1 referencing the Village Liaison representatives. The Minutes were signed but it was agreed to review the point at the next meeting in July.

3.2 KMPC Annual Meeting (& Elections)

3.3 Annual Meeting of the Parish Minutes have been prepared and will be formally signed at the next Annual Meeting in May 2025

The Clerk raised the issue that the Internal Auditor had advised that all published Minutes should have signatures redacted and that this would be how any future Minutes would be presented for public scrutiny.

4. Matters arising

All ongoing issues were covered elsewhere on the Agenda.

It was noted that new Slow Down Bike VA signs had appeared on Kirby Misperton road. This will be reviewed / discussed during Item 8.2

5. Planning

No new applications received.

5.1 The Clerk had pursued again with Planning that the development at Shamrock Sheds now had a clearly visible Reception Hut and had signage stating Caravan & Motor Home certified site. Further communication from the LPA (Local Planning Authority) received Monday 10th June, advised that they are in communication with the relevant parties and that efforts are being made to regularise the situation.

It was noted that there remains no reference to the development in the Clerk's NYC Consultee Planning "in tray"

6. Financial Matters

6.1 The RFO shared all Bank & Cheque Book reconciliations and showed how all the payments in and out were all correct. It was clear from the documents and spreadsheets that all finances were correct.

The following cheques was approved:

- i. Chq# 554 £277.00 Zurich Insurance (*Minute Ref KMPC240424 # 6.2.3*)
- ii. Chq# 555 Cancelled (incorrect fee for Internal Audit)
- iii. Chq #556 Tate Smith (drinks wholesaler) – Sale or Return D-Day Bar £809.19 (*Minute ref: KMPC240424 # 8.5*)
- iv. Chq #551 H Brotherton (to reimburse Spruced Up for refilling roundabout tubs and Microsoft 365 Annual Subscription – 108.43)
- v. Chq # 558 Elkerlodge Services – Internal Audit £139.44 (*Minute Ref KMPC240424 #6.2.2*)
- vi. Chq # 559 Helmsley Brewery £90.00 D-Day beer (*Minute ref: KMPC240424 # 8.5*)
- vii. Chq # 560 P Winter - £24.97 D-Day spends reimbursement (*Minute ref: KMPC240424 # 8.5*)

Additional cheques were pre-signed ready for the agreed Armed Forces Charities donations – RFO to include list in next Minutes.

6.2 Review of Internal Auditors report: the RFO presented the Auditors findings as being all present and correct with one exception / comment. Due to the previous Clerk's failings, the Accounts and Minutes from 2015 – 2020 are missing from the web page. The Clerk has published on the web a statement that the Data was "Lost to the Council". There remain a number of Policies that should be prepared and adopted by the Council using NALC models. The Clerk will endeavour to rectify this – all missing policies should have been in place and published by the previous Clerk who did not handover the Council's documents (hard copies or Digital) after her resignation in 2020.

6.2.1 The Clerk presented the final AGAR documents for signature and Approval. There had been an issue with rounding up and down and decimal places, which had left last years AGAR out by £1.00. With guidance from the Internal Auditor, the figure for Box's 7 & 8 (Total value of cash) now reads "Re-stated" at £5716 rather than £5715, submitted for 2022/23. The Clerk was requested to submit the Certificate of Exemption forthwith before the deadline of 30th June 2024.

6.2.2 It was AGREED that the Public Rights Notice should be published from 19th June for 30 days, as per statutory requirements

6.2.3 The Clerk confirmed that all the new Zurich Insurance policies had been uploaded on to the website. It was noted that with the savings made in moving Insurer for this year, the exercise of reviewing Council insurance should be tasked every year.

6.3 Training Budget – the Clerk re-iterated that the full Training Budget was available for any Councillor wishing to attend a course.

6.4 Website. The Clerk had circulated the proposal and options she had received from Mark Tomkins at Aubergine, regarding applying for recommended, but not yet statutory .Gov. uk domain name. In addition, any new website and hosting, after NYC withdraw their support and service in March 2025, will need to be fully Accessible and GDPR compliant. The new statutory Accessibility compliance has to be in place by October 2024. The options and costs were reviewed, with the Clerk preferring the use of the new www.zurichinsurance.gov.uk platform to meet the legal criteria. Cllr Winter requested time to investigate further the option of building our own new website. The acting Chairman asked if there was sufficient time for both options to be reviewed again at the next meeting before making a final decision.

6.5 New Financial Regulations - the Clerk now has the new NAIC model but as the required adjustments and amendments are quite extensive, she advised it would be the Autumn before she had the new FR ready to be reviewed by the Council.

7. KMPC representatives / project co-ordinators - updates

7.1 Third Energy / Ceraphi - the Clerk confirmed the pre-application for the SPF (Shared Prosperity Fund) had been accepted and that she and Russell Hoare had now submitted the full application. There is a planned Teams meeting on 18th June at 16h00 with Ed Rouse, our designated climate officer for our SPF application. Both the Clerk & Russell will attend.

7.2 North Yorkshire Council:

Cllr Cray asked for it to be noted, that following the YLCA meeting on the 11th June (see below), there was an overwhelming consensus from all attendees that the new NYC is not honouring its commitments to have local hubs. There is little or no way to get answers on any subject, and in particular planning, without applying to Northallerton. There was also general dissatisfaction expressed that calls placed to NYC are not being returned.

7.3 YLCA - Cllr Winter was Guest Speaker at the meeting and advised there had been an extremely positive response to his talk on re-wilding verges and hedges and that many other local authorities and parish councils were planning on undertaking some re-wilding. Cllr Winter added that, unlike the rest of NYC, he had found the roadside verge advisors were very helpful.

7.4 War memorial & Roundabout Project:

As Cllr Fazackerley had been due to report on this, the Council were unsure as to the status of the pre-grant Application. It was accepted that the War Memorial organisation meet only three times a year and that any application will likely be a long, slow process. Should more work be required on the pre-grant application, Cllr Cray offered Graham Cray's help as the War Memorial is extremely important to him and he would be very happy to be part of the project.

7.5 NYC Highways

Cllr Fazackerley had been due to update on this. The need for Training Date options was pressing and ideally the opportunity and a date for the training should be agreed before the Summer Recess.

The Clerk was asked to contact Cllr Fazackerley for an update on both the War Memorial & the Traffic Management training.

8. Village Matters & Matters requested by Councillors:

8.1 Flamingo Land plans for Notice Board for FL Villagers - Clerk advised that the last e-mails to Gordon's PA, remained unanswered. A couple of the villagers from the Flamingo Land residential site had attended the earlier KMA site visit, confirmed there was still no sign of a Notice Board. Cllr Cray suggested yet more pressure should be applied and the Clerk agreed to send another follow up chase.

8.2 20mph ("20 is Plenty" campaign) - the application for a 20mph zone through Main Street was now under formal consultation at Highways. The Clerk had submitted questions and concerns to NYC by 21st May, as requested by the Council, as the Consultation was due to complete in June. She had raised concern with Highways, over the start of the new Zone being sited right on the corner by the chapel and that if the existing 30 mph sign remained in place there would be

little or no time for motorists to reduce speed to the new 20mph. The response from Highways had been rather negative and all the questions and concerns appear to have been dismissed.

The new flashing VA signs for "Slow -- Bikes"; the Clerk was asked to pursue this with Highways and why the Council had not been advised that the signs were to be erected, nor consulted on where the siting would be most appropriate. It was AGREED that the one nearest the village, and some distance from the dangerous stretch approaching the bridge, was not in a good position to be effective.

8.3 Public Rights of Way: Cllr Winter confirmed, that in his new Pathkeeper role, part of the disputed route to Gt Habton had now been cul and cleared. There is more work to do to make this PROW fully accessible.

8.4 Community activities: D-Day 80th Anniversary

Cllr Cray confirmed that it had been a very successful event with up to 80 attendees and that future collaborations with the Village Hall should be encouraged. The VH Committee did not contribute financially but gave use of the Hall free of charge and its members provided a lot of the food. Cllr Winter had previously circulated the letter of thanks from the Malton White Star Band. The Clerk had prepared a spreadsheet to illustrate the financial reckoning and options with the surplus. The full £250 that had been agreed in the Budget for this event was not all used. Takings at the pay bar were £370.20 and donations in the charity boxes were £55.30. With the final surplus giving us £37.85 per charity (the five Armed Forces charities), the acting Chairman proposed that by using some of the original £250 to top this up, that a round up to £40.00 per charity (£200 in total) should be donated. This was AGREED unanimously.

The Clerk / RFO raised the issue of cash handling. As the Council only has a Cheque book account and no debit card, and the nearest branch of Virgin Money, being in York, she had no alternative but to pay the cash into her personal account and reimburse immediately to KMPC by bank transfer. The RFO confirmed this had been done but requested approval from the Council for this action. She shared the paying in slips from the Post Office and a copy of the receipt for the payment of £425.50 back to KMPC to be signed off for complete transparency. The Clerk was asked to seek applying for a Debit card for future use.

8.5 Annual Parish meeting review – this was well attended and went very well with the Guest speakers and refreshments.

KMPC Ordinary Meetings:

The next meetings will be:

10th July – Ordinary Meeting

August – no meeting (Summer Recess)

25th September – Ordinary Meeting

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

Signed.....

CHAIRMAN

Date:.....

VICE

~~Pauline Cray~~
17th July 2024