

Summary Notes of (ORDINARY) Parish Meeting for January 2021

As a point of procedure, it is noted that the January 2021 meeting of Camblesforth Parish Council was held as a remote meeting managed by Zoom, due to ongoing restrictions because of the Covid-19 pandemic.

Date of Meeting Wednesday, 20th January 2021
Time of Meeting 1900

IN ATTENDANCE:

Parish Cllrs Cllr Neal Yates (Chair): Cllr Denise Kempton: Cllr Neil Ball: Cllr Kevin Wild: Cllr Joyce Boyes:
 Cllr Stephanie Coleman:
District Cllr Mike Jordan
Parish Clerk Andrew Crabbe

1. Present and Apologies (Clerk to advise apologies, Chair to confirm quorum)

Clerk noted the absence of Cllr Falcus and advised he had not received an apology; therefore, he was listed as unadvised absence.

2. Declarations of Interest – relevant to the agenda for the meeting (Chair)

No declarations were declared relating to the items on the agenda

3 Chair to check Cllr agreement of previous minutes / approval of minutes (Chair)

Cllrs confirmed receipt of the summary notes / of the previous meeting and that these were a true record of the October meeting. Chair duly signed the minutes as approved.

4. District Cllr Report and session for members of public to speak (District Cllr Jordan)

4.1 Local Plan

Cllr Jordan advised Cllrs that Selby District Council was launching a consultation on its Local Plan for Housing Development – this would commence formally as of 29th January and a draft of the Plan could be found on the SDC website. Clerk noted that he had received an invite from SDC to attend a Parish Council consultation meeting on the Plan, but he had difficulties with the link invite (Teams remote working) and he needed to check with the SDC Officer concerned to clarify matters.

In light of the Local Plan and the proposed housing developments in villages, Cllr Coleman asked Cllr Jordan to comment on the monies received by SDC from Drax Power Station (circa 5 million) which he had mentioned at the previous meeting – Cllr Coleman continued that she understood Cllr Jordan had previously reported this money would be used by SDC to develop (brown-field) land in the town, avoiding developments in the villages / greenfield sites – Cllr Coleman asked noting the intent of the Local Plan appeared to suggest development would take place in the villages, would Camblesforth and other villages now benefit from this money

Cllr Jordan replied that the money (more like 9 million) went into the reserves of SDC and was not earmarked for anything at the moment – Cllr Jordan continued that the Local Plan was not stating development would definitely take place in villages, rather that SDC were consulting communities on how SDC might provide the 450 new houses required per year.

Chair asked if the money had not been earmarked, who was financing the railway precinct development – Cllrs Jordan advised that this had come from a government grant and contributions from SDC and NYCC, but it was not from the money received from Drax. Chair asked if Parish Councils could apply for money from this reserve as he felt it was inappropriate that SDC was sitting on this money when there was a great need in communities. Cllr Jordan advised that there was no reason why the Parish Council could not apply for funds from this reserve.

4.2 Olympia Park

Cllr Wild asked Cllr Jordan to comment on the situation regarding land at the back of OCN... he understood this was going to be developed with housing included, but had all gone quiet – Cllr Jordan replied this was the Olympia Park site and it needed about 40 million spending on it to make it ready for development – however the owners were not prepared to spend this on the site and it remained challenging / complicated with a lot of issues making it unviable at the moment.

4.3 A19 Repairs

Cllr Ball asked Cllr Jordan to comment on the flooding impact on the repairs to the A19. Cllr Jordan advised the flooding had not affected the road repairs however it was still likely to be late Spring before the road was open again.

5. **Financial Report for December 2020 (Clerk)**

Clerk presented the financial report for December which can be found as **Appendix 1**

Clerk noted the cheques presented for approval at the meeting, (Box 3), there were a number for EON dating back to 2016, which the Clerk had investigated and found they had not been cashed and therefore needed paying.

Clerk noted the summary of the Parish Council's accounts (forecast and actuals) until the end of January 2021 and advised a forecast balance of £25,506.86.

Resolved: Cheques presented were approved by Cllrs and Clerk confirmed the finances of the PC remained very stable and solvent.

6. **Any correspondence requiring discussion. (Clerk)**

6.1 Defibrillators

Clerk referred Cllrs to the letter he had received with regard to funding for a defib, possibly to put near the shops. Cllr Boyes felt it was an excellent idea and the shops would be an ideal location – Cllr Coleman advised that the defib was very easy to work and most of the work was done by the machine and as long as the operator followed instructions it was all straightforward.

Chair advised that he also felt that the idea was excellent and at the moment the defib at the Comus was not working due to development there.... Cllrs noted a number of questions which needed clarifying before proceeding

- Did the defib need power
- Did the PC require permission from shops to place outside their premises?

Resolved: Cllrs agreed unanimously that there was a need for a community defib – Clerk to clarify issues and advise by email of final cost and conditions with a view to sign off at February meeting.

6.2 Shooting in the fields around the village

Chair noted that he had received a correspondence concerning a shoot which had taken place near / over a public footpath with no marshals ... Cllr Coleman advised that she had contacts who would be able to advise on the matter. Cllr Wild advised that he did not think those involved would be keen on publishing info on when shoots take place, however once it was known who the organisers were, it might be an idea for the PC to ask for Marshalls to be more proactive.

Ongoing: More info to be obtained from Cllr Wild and Coleman to be fed into the February meeting

7. **Planning applications (Clerk)**

PROPOSAL: Listed building consent for change of use of outbuilding to wedding venue

LOCATION: Camblesforth Hall, 1 Brigg Lane, Camblesforth

PROPOSAL: Conversion of existing garage into kitchen and garden room

LOCATION: Hillcrest, 6 Camela Lane, Camblesforth

Cllrs advised no specific observations subject to any comments made by resident affected by the applications.

8. **Matters arising – to consider new and on-going issues and decide further action if necessary:**

Ongoing Matters

8.1 Discussion and final decision on projects and Cllrs to determine precept for 2021/22 (All)

Clerk felt that due to the effective financial management by the Parish Council and the healthy state of the finances to date, operational spending could be more than easily met by the existing precept amount and the forecast year end bank balance, there was no requirement for a precept increase in the new financial year. Clerk presented the following figures by means of an explanation

| Camblesforth Parish Council | | |
|---|--|------------------------------------|
| Financial Officers Report for Precept (Operational Spending) | | |
| | | |
| a | Forecast Balance for end of January 2021 = | £25,000.0 |
| b | Forecast spending until 1 st April 2021 (2 x months) = | £3,000.0 (including a 1k variance) |
| c | Forecast balance - 1 st April 2021 = | £22,000.0 (Approx.) |
| d | Current Precept (2020/21) = | £22,906.0 |
| | | |
| e | Forecast Budget Spending (Excluding Project Spending) for 2021/22 = | £14,000.0 (includes a 2k variance) |
| f | Total credit as of 1 st April 2021 (based on keeping the precept as it currently stands and forecast bank balance at this time) | £44,906.0 |
| | | |
| g | In summary, based on forecast spending 14k in 2021/22, and a forecast credit of circa 44.9k, the Parish Council is likely to have surplus balance of circa = | £30,906.0 |
| | | |
| My recommendation as Financial Officer is that there is no requirement for a precept increase in 2021/22 and even project spending can be met within the forecast surplus credit of 30.9k | | |

Clerk noted that no proposals for project spending had been tabled by Cllrs beyond the refurbishment of the playground which the Clerk felt could be met from the surplus – Clerk continued that the Parish also had a healthy reserve which could, although unlikely to be necessary, be used to finance any refurbishment if the PC was struggling to do this via the normal account, and this could then be brought back up again by increasing the precept the following year.

Chair invited Cllrs to comment on the precept demand for 2021/22..... Cllrs unanimously agreed to the recommendation by the Financial Officer not to increase the precept demand – Cllr Coleman noted that during these difficult times, she felt residents would welcome this decision.

Resolved: Cllrs unanimously agreed to keep the precept at its current figure – Clerk to advise SDC

New Matters

8.2 Cllrs to discuss and determine allotment rents for 2021 (All)

Chair noted that he had been advised of a plot which was in a poor state.... The Clerk advised he was surprised at this as the last time he had visited all the plots were in good condition, although he had not been for several months

Ongoing: Clerk to go out and have a look at the plot in question and also speak to the tenant
Clerk noted that he would be sending out the rent requests for the tenants at the end of February and asked Cllrs to consider if they felt an increase was appropriate – Clerk noted that although based on other sites, the amount paid was low, however it was never going to be a major revenue source for the Parish Council.

Resolved: Cllrs agreed unanimously to keep rents as they were.

8.3 Cllrs to discuss grass cutting tender for 2021 (All)

Cllrs discussed and agreed that although all felt that the current contractor was doing an excellent job in the village it was felt appropriate that the Parish Council should put the contract out for tender again in order to compare costs and demonstrate that the PC was looking for best value for the community. Cllrs emphasised that this was no reflection on the current contractor, and they hoped he would put a tender through again this year.

Ongoing: Clerk to draft tender advertisement to be posted on website and social media inviting applications

9. Any other Business / Matters raised by Cllrs (not to be voted on) (All)

9.1 Drax Energy Path

Cllr Wild noted that the Energy Path remained closed and that as this was a popular walk could the PC chase this up. Cllr Coleman advised that she needed to chase up Drax with regard to the greenery on the road so she would also raise both issues with them

Ongoing: Cllr Coleman to raise with Drax and report back to the February meeting

9.2 Barlow Common

Cllr Coleman asked if Cllrs were aware if Barlow Common was closed as she had heard that the carpark had been closed..... Clerk noted that he was aware that (unknown) residents had blocked the carpark due to concerns for people coming out of the area to use the Common.... The blockade had been removed as recreational areas were open for exercise, although it was obviously inappropriate to travel distances to exercise.

9.3 Damaged Street Light on Hardenshaw Lane

Following on from the previous meeting at which it had been noted that a (Parish owned) street light had been removed due to it being hit by a vehicle, Chair suggested that the budget for replacing wooden street lights might have to be diverted to cover this. Cllr Wild asked that as the post had been knocked down by a vehicle, would the insurance would cover this as it had been damaged by a vehicle

Ongoing: Clerk confirmed he would investigate this and report back to the February meeting.

9.4 Further Vandalism to All-Weather Pitch

Chair advised two more panels from the all-weather pitch had been removed but had not been taken away and were now stored at a Cllr's house. Options with regard to repair were discussed and would be looked into by Cllrs Wild and Yates

Ongoing: Cllrs to discuss at the February meeting

9.5 Maintenance of the all-weather surface

Following on from the previous meeting at which Cllrs raised concern re: the condition of the all-weather pitch and need for this to be maintained, Chair advised he had looked into options / costs of either purchasing a machine (which would allow the PC to do the work themselves) or engaging contractors to carry out the work.

Ongoing: Cllrs deferred a decision until the February meeting prior to which costs would be circulated to Cllrs and the issue would be listed on the Agenda for final decision.

9.6 Tree in park obstructing the CCTV

Clerk reminded Cllrs that at a previous meeting it had been resolved that a tree would be removed which was obscuring the view of the CCTV camera

Resolved: Cllrs Wild and Yates would action this and advise Clerk of when this was happening to ensure communications were carried out with the village explaining why the PC was doing this and also that new trees would be planted elsewhere in the park.

10 Cllrs to agree format of February meeting considering COVID-19 emergency (All)

Clerk confirmed there was no change to guidance from SDC / NYCC with regard to avoiding face to face meetings and recommending that remote meetings were held instead

Resolved: Cllrs agreed the February meeting would be held remotely

There been no further business, Chair confirmed the end of the meeting at 2100

Date of Next Meeting – Wednesday, 17th February 2021 – to be held remotely by Zoom

Signed as a true record *Neal Yates* Date ... *17th February 2021*

Neal Yates – Parish Chairman

Camblesforth Parish Council

Presented at **January 2021 Meeting For the Month of**

Dec-20

From: Parish Clerk
To: Parish Councillors

| Box 1 | | | | |
|--|--|---|--------|-------------------|
| Community Account (666) | | | | |
| Opening Balance as of end of November 2020 (Statement No. 213) £26,919.30 | | | | |
| Transactions in Dec 2020 | | | | |
| Debits | | | | |
| Date Cashed | Cheque No. | Paid to | Reason | Amount |
| 10-Dec-20 | 301639 | Andrew Crabbe - Salary for October 2020 | | £282.00 |
| 31-Dec-20 | | Bank Admin Charge | | £18.00 |
| | | | | |
| Credits | | | | |
| Date of Credit | Reason | | | Amount |
| 30-Dec-20 | Selby District Council CIL Grant | | | £871.66 |
| | | | | |
| | Summary = Balance as of end of November 20 (4th Dec 20) = | | | £26,919.30 |
| | Total spend in December 2020 (presented) = | | | £300.00 |
| | Credit Received in December 2020 = | | | £871.66 |
| | Standing bank balance end of Dec 20 as per Bank Statement 213 = | | | £27,490.96 |

| Box 3 | |
|---|---------|
| New Cheques Issued at January 2021 Meeting for Cllr Approval | Amount |
| Andrew Crabbe - Reimbursement for selection boxes (1 of 4) | £44.99 |
| Andrew Crabbe - Reimbursement for selection boxes (2 of 4) | £21.50 |
| Andrew Crabbe - Reimbursement for selection boxes (3 of 4) | £21.50 |
| Andrew Crabbe - Reimbursement for selection boxes (4 of 4) | £21.50 |
| Andrew Crabbe - Salary for December 2020 | £282.00 |
| SBA Littlejohn - Admin charge for notification of exemption from Annual Return year ended 31 March 20 | £40.00 |
| Eon UK - Electricity Charges for Dec 20 - Standing Charges | £6.05 |
| Eon UK - Electricity Charges for Dec 20 - Street lighting | £96.37 |
| Uncashed cheques for EON UK | |
| Eon UK - Electricity Charges for Dec 18 - Street lighting | £78.06 |
| Eon UK - Electricity Charges for November 18 - Street lighting | £82.94 |
| Eon UK - Electricity Charges for Sept 17 - Street lighting | £82.94 |
| Eon UK - Electricity Charges for July 17 - Street lighting | £85.70 |
| Eon UK - Electricity Charges for May 17 - Street lighting | £85.70 |

Total cheques to be issued at the Jan 21 Meeting = £949.25

| Box 5 | |
|---|-------------------|
| No.2 Account: High Interest Account (682) | Balances |
| Last Statement received in May 2019 = | £17,354.28 |

| Box 2 | |
|---|---------|
| Outstanding Cheques | Amount |
| Eon UK - Electricity Charges for July - Street lighting | £96.37 |
| Autela Payroll - Payroll - July, August, September, October, | £80.40 |
| Eon UK - Electricity Charges for November 20 - Standing Charges | £5.85 |
| Eon UK - Electricity Charges for November - Street lighting | £93.26 |
| Andrew Crabbe - Salary for November 2020 | £282.00 |
| Reimbursement to Cllr Kempton for Christmas lighting | £476.96 |

Cheques still to be cashed as of end of December 2020 £1,034.84

| Box 4 | |
|---|-------------------|
| Summary of PC Accounts until end of January 2021 (Actuals & Forecasts) | |
| No.1 Account: Community Account (666) | |
| a (Actual) Bank Balance at end of Nov 20 (verified by Statement 213) = | £26,919.30 |
| b (Actual) Total Spend in Dec 20 (cashed) = | £300.00 |
| c Uncashed Cheques from Dec 20 (Actual) | £1,034.84 |
| d New Cheques issued at Jan 2021 meeting (Actual) | £949.25 |
| e Forecast Spending for end of Jan 21 (which is box b, c and d added) = | £2,284.09 |
| f Credit Payments made in December 2020 | £871.66 |
| g Forecast of Balance for end of Jan 2021 (which is box e deducted from box a, added to box f) = | £25,506.87 |