

Summary Notes of the May 2022 (Ordinary) Parish Meeting

Date of Meeting Thursday, 26th May 2022
Time of Meeting 1900

IN ATTENDANCE:

Parish Cllrs Cllr Neal Yates (Chair); Cllr Stephanie Coleman (Dep. Chair); Cllr David Falcus; Cllr Joyce Boyes; Cllr Kevin Wild.
Parish Clerk Andrew Crabbe

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

Chair noted for the record the meeting had been postponed from the listed date of 18th May, (third Wednesday in the month) due to illness.

Meeting noted that Cllrs Kempton and Ball had sent in their apologies

Resolved Chair confirmed quorum and welcomed everyone to the meeting

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

Chair asked Cllrs if they had any interests relating to the Meeting Agenda which they needed to declare – Cllr Coleman advised she had an interest to declare regarding the allotment item as she was now a tenant.

Resolved Meeting noted and that Cllr Coleman would make no contribution to this item

No other declarations were made by Cllrs

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

Chair asked Cllrs if they had read and agreed with the summary notes of the April 2022 meeting.

Resolved No amendments were requested by Cllrs, and the minutes were duly signed by the Chair.

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

Cllrs noted Cllr Jordan was not in attendance

Only one member of the public was in attendance relating to a specific agenda item and the person agreed with the chair to wait until this item was discussed before they spoke.

5. Financial Report and Accounts (*Clerk*)

The financial report for April and cheques to be approved in May had already been presented to Cllrs and Clerk asked if there were any questions from Cllrs – Cllr Coleman noted that the budget for the Queen's celebrations was an underspend. The report can be found as **Appendix 1**. Clerk also made usual Financial Officer's Report which can be found as **Appendix 1a**

Resolved Cheques presented at the May meeting were approved by Cllrs and duly processed

Resolved As a point of procedure Cllrs noted the receipt of the first instalment payment for the precept. This is detailed on the aforementioned report

6. Any correspondence requiring discussion. (Clerk)

Resolved Clerk noted the receipt of an email from a resident expressing their strong objection to the proposed 45-house planning development – Cllrs noted this was an agenda item to be discussed later in the meeting.

7. Planning applications (Clerk / all)

Clerk advised there were no new applications however planning matters were listed on the agenda for Cllrs to discuss.

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

Ongoing Matters

8.1 Update on celebrations for the Queens Platinum Jubilee in liaison with Camblesforth Hall (All)

Cllrs representing the Parish Council advised everything was just about in place and looking set for a great day of celebrations. Chair thanked everyone involved.

8.2 Update on Internal Audit / Annual Audit Process (All)

Clerk advised that the internal audit had now been completed with no issues of concern listed by the internal auditor – the next step was to issue the notification of public inspection (this can be found as Appendix 2) and that the financial paperwork would now be submitted to the external auditor.

Resolved Cllrs agreed to the period 13th June 2022 and ending on 22nd July 2022 for the financial records to be placed on the Parish Council website for public inspection.

8.3 Update on Tree Preservation Orders in Beech Tree area (Clerk to update on process to review TPOs) (Clerk)

Cllrs were referred to information received from SDC which in summary had advised it was extremely difficult to remove TPO's and residents would require reports from qualified an arborist / tree surgeon confirming the trees in question were dangerous.

The resident in attendance advised he was extremely disappointed with the response from SDC, and that it remained a genuine concern of himself and his neighbours that the trees could be blown over at any point and what if someone was killed or property damaged whilst the above was being carried out.

Resolved Cllrs felt that the Parish Council was unable to go any further with this matter, having already expressed support for the residents and their concerns, however advice was given to the resident to write to the local MP and involve him in the matter.

New Matters

8.4 Cllrs to review Allotment Tenancy Agreement and Allotment Terms (All)

Cllrs discussed the situation with regard to the ending of the tenancy for plot 2, which had unfortunately been left in a very poor state and costs were ongoing for the Parish Council in having to remove considerable amounts of rubbish. Cllrs expressed concern with regard to the cost of the allotments, specifically the issue of tenants leaving their plots in a poor state. Cllrs felt strongly the plots should be self-funding, but in addition there needed to be some means to cover costs of people leaving plots in a poor state.

Resolved Cllrs agreed to review rents in 2023 to include an amount which would be used to cover costs of tenants leaving their plots in a poor state.

Resolved Clerk to write to the previous tenant of plot no.2 to recover the costs of the rubbish removal.

Resolved Clerk to prepare historical cost report for Cllrs – rents v costs.

8.5 Cllrs attending presentation of commemorative gifts to Camblesforth school to report back to meeting (All)

Cllrs Yates and Coleman had attended the school presentation of the gifts to school children and advised that it had all gone very well and the children were very pleased with the gifts.

Resolved Clerk to liaise with the school with regard to a press release and social media

8.6 Cllrs to discuss planning application for (45) low-cost housing on Croft Road (2021/0512/FULM) (All)

Cllrs noted a recent correspondence from a resident advising of their objection to the development, Clerk confirmed there had been no update on the application at the time of the meeting. Cllrs also noted that there were no documents / plans available on the SDC planning portal. Cllr Yates reminded Cllrs of the previous strong objections by the Parish Council to this development and renewed his own concerns and whilst he had no objections to affordable housing, he was concerned this particular development would not be available to local people.

Resolved Clerk was instructed to write again to SDC to reiterate their objections to this scheme and that it needs to go to planning committee

Resolved Cllrs also asked the Clerk to request the attendance of a representative of Wakefield Housing at a future Parish Meeting, to discuss the development with Cllrs.

8.7 Cllrs to discuss proposed housing development on Station Road, Carlton (Cllr Boyes/All)

Cllr Boyes advised that along with most of the village she had received a leaflet advising of a considerable housing development in Carlton which appeared to come right up to the border with Camblesforth. Cllrs discussed and agreed that there were serious concerns about such a large development and its impact on local roads, and especially the Selby Road through Camblesforth, as well as general infrastructure.

Resolved Cllrs agreed that whilst the Parish Council was not necessarily a consultee in this application, it would be appropriate for the Clerk to submit their concerns at this stage.

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

9.1 Cllr Falcus expressed continued concern with regard to the state of roads in the village and he would send the Clerk some photographs which Cllrs agreed should be sent to highways with comments advising of the Parish Councils concerns in the matter.

9.2 Cllr Wild asked if the Clerk could contact Adams Nurseries and ask when the hanging baskets would be put in place as they seemed to be late this year.

Date of next meeting Wednesday – 15th June 2022

There being no further business, the Chair closed the Parish Meeting at 20:40

Signed as a true record..... *Neal Yates* Date... *June 2022*

Neal Yates – Parish Chairman

Financial Officers Report

At this point in the financial year, there is nothing of concern or outside of budget and all is in line with financial expectations. Our biggest expenditure obviously is the Queens Celebrations and Cllrs should note the figures for this spend (Box 6) ... once the latest spending has been approved the remaining budget will be £2,985.73. I am not sure what remaining expenditure is likely to come forward, but with just short of £3k remaining there are no concerns at this point. If Cllrs representing the PC on the Social Committee are able to provide likely forecasts of remaining spending this would be useful.

Cllrs will also note the direct debit payments to YU Energy which commence in April and these cover two months March and April. The amounts are large, but still considerably lower than those of NPower / Eon if the PC had remained with this provider.

Cllrs should note the payment of the 1st instalment of the precept, of £11,453, which needs duly acknowledging at the May 2022 meeting as a point of procedure.

The reserve account remains unchanged following the transfer of £7k to support the Queens Celebrations, standing at £10,647.84 at the end of March 2021. There is still scope for Cllrs to reduce this balance further if they feel this is necessary / appropriate, and it is my view as Financial Officer this remains quite high. A reasonable standing balance to manage any emergency situation would be £3-5k - this is entirely reasonable based on fact in my 5 years of tenure we have never had to use this and I am not aware there has ever been such an emergency needing use of the emergency reserve. Cllrs may wish to keep this in their back pocket going forward.

In summary the accounts of the Parish Council are solvent and in a stable state.

CONFIRMATION OF THE DATES OF THE PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS

Name of smaller authority: Camblesforth Parish Council

County Area (local councils and parish meetings only): North Yorkshire Council

On behalf of the smaller authority, I confirm that the dates set for the period for the exercise of public rights are as follows:

Commencing on Monday, 13th June 2022

and ending on Friday, 22nd July 2022

(Please enter the dates set by the smaller authority as appropriate which must be 30 working days (i.e. Monday – Friday only, and not Bank Holidays) inclusive and must include the first 10 working days of July 2022 (i.e. Friday 1 July – Thursday 14 July).

We have suggested the following dates: Monday 13 June – Friday 22 July 2022. The latest possible dates that comply with the statutory requirements are Friday 1 July – Thursday 11 August 2022.)

Signed: _____

Role: Parish Clerk and Responsible Financial Officer

This form is only for use by smaller authorities subject to a review:
Please submit this form to PKF Littlejohn LLP with the AGAR Form 3 and other requested documentation – this form is not for publication on your website.