

Camblesforth Parish Council

Looking after your village, together

Parish Chairman: Neal Yates

Parish Deputy Chair: Stephanie Coleman

Date of Meeting Wednesday, 17th August 2022

Time of Meeting 1900

IN ATTENDANCE:

Parish Cllrs Cllr Neal Yates (Chair); Cllr Denise Kempton; Cllr Neil Ball; Cllr David Falcus; Cllr Joyce Boyes.

Parish Clerk Andrew Crabbe

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

Chair noted the apology of Cllrs Wild and Coleman

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

Resolved No declarations were made by Cllrs relevant to the meeting

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 July 2022 meeting.

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

4. Financial Report and Accounts (*Clerk*)

The financial report for July 2022 and cheques to be approved in August had already been presented to Cllrs and Clerk asked if there were any questions from Cllrs – none were tabled. The report can be found as

Appendix 1. Clerk also made usual Financial Officers Report which can be found as **Appendix 1a**

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

5. Session for members of public to speak / District Cllr Report

Cllrs acknowledged the attendance of a number of residents at the meeting. Chair advised that he understood this attendance mainly related to the proposed solar farm and although Helios had been invited to the August Meeting, they had declined due to holidays and instead advised they would look to attend either the September or October meeting. Chair continued that the solar farm was not listed for discussion on the agenda and therefore although Cllrs would listen to comments made by residents, no response would be given at this point. It was felt that Cllrs needed to listen to all arguments in the matter before making a decision.

- **Resident** advised that many people were very concerned with regard to the proposed development and wanted Helios to attend a future meeting to discuss the concerns... in summary they were totally opposed to the solar farm which many felt was too big and too close to resident properties
- **Resident** advised she echoed these comments and that many people had signed up to a Facebook Group objecting to the proposed solar farm... the resident continued that anyone with concerns should write to the Parish Council outlining their concerns which were primarily the loss of agricultural land, but also the impact on the environment and housing prices.

- **Resident** advised she had concerns about anti-social behaviour in ginnel between Pinewood Drive and Mill Lane – this was really over-grown now and full of rubbish. Cllrs advised that the Parish Council had previously maintained the ginnel, however this area was privately owned by a business based in the south and Cllrs eventually felt it was inappropriate to spend public money on the ginnel – correspondence had been sent to the business but no response had been received at the time.
Ongoing Cllrs instructed the Clerk to contact the business again with the above concerns and if no progress was made, then the matter would be referred to SDC / NYCC for their enforcement teams to take up.
- **Resident** advised there seemed to be an increase in litter across the village and asked if the PC would contact SDC about providing resources for volunteers to deal with this. Cllrs recalled the Parish Council had done this previously but had been told that although resources were provided (litter pickers, gloves and bags) the pandemic had prevented this from happening
Ongoing Clerk was instructed to contact SDC to see if this could be taken up again
- **Resident** advised she was looking to set up mobile clinic for legal matters which would be provided free of charge to Camblesforth residents, and asked if the parish Council would be able to financially support this project. Chair asked the resident to write to the Parish Council with a request.
- **Resident** asked if the Helios Solar Farm could be put on the Parish Council Meeting agenda for September or October, regardless of if Helios sent representatives. Chair confirmed that the Parish Council had invited Helios to ensure they had all relevant information from all parties to allow Cllrs to make an informed decision. The choices were to support, oppose or remain neutral. If Helios did not attend then the Parish Council would make a decision without their contribution (ie: based on the information that was available). Residents were reminded no planning application had been received at this point.
- **Resident** asked Cllrs if the strips of grass on Mill Lane could be tarmacked as at the moment the grass was full of dog mess – resident continued that a little girl had recently fallen into some mess and was literally covered head to foot in dog mess. Cllrs acknowledged the continued concerns of residents across the village with regard to dog fouling although with regard to the specific issue of tarmacking the grass verges, this was not within the remit of the Parish Council
Ongoing Cllrs instructed the Clerk to contact the SDC Dog Warden to request help / resources

Chair noted the attendance of District Cllr Mike Jordan to the meeting who advised Cllrs of the following:

- He had recently attended Drax Power Station with the Council Leader and was advised that the Power Station had extended use of coal by six months at the request of Government.
- Noted that the Parish Council had applied for funds under the Locality Budget and was hoping this would be processed within the next few weeks – Clerk confirmed this was to replace the stone edging in the Memorial Garden as requested by Cllrs.

6. Any correspondence requiring discussion. (Clerk)

- Noting Cllr Coleman was no longer able to attend the Drax Liaison Group meeting, Clerk asked Cllrs if any of them were willing to take up the role.
Resolved Cllr Boyes advised she was happy to do this and the Clerk was instructed to advise Drax accordingly
- Clerk also advised that he had received correspondence from a resident complaining about the condition of the trees and verges along the A645 – he had contacted Drax but at time of meeting had not received a response – Clerk continued that if this remained the case by time of the next liaison meeting, could this matter be raised then.
- Clerk also referred Cllrs to an earlier email asking for Cllr authority to move funds raised by the Social Committee to the bank account of the Parish Council.

Resolved Cllrs unanimously agreed to the proposed move of funds to the Parish Council Account and that these would be listed henceforth on the monthly Financial Report. This was all in the understanding that the Parish Council had no responsibility or control over the money and was simply providing a banking facility and admin support for the Social Committee.

7. Planning applications (Clerk / all)

Clerk referred Cllrs to a planning application (Ref No. 2022/0888/S73)

PROPOSAL: Section 73 application to vary condition 12 (foul sewage) of approval 2021/0298/FUL Change of use of site from equestrian centre (use class F2(c)) to general industrial (use class B2) and storage and distribution (use class B8), conversion/refurbishment of two buildings; erection of gate and wall; and other associated works granted on 24 September 2021

LOCATION: Honeypot Farm, Hagg Bush Lane, Burn

Clerk continued he did not think there was sufficient time for Cllrs to properly consider this application and suggested a request for an extension be submitted to SDC – failing this, an extraordinary meeting should be held for Cllrs to discuss. In addition Cllrs noted strong objections from Cllr Wild in his absence to the application as well as noting a high level of public objection to the planning application. Cllr Wild submitted concerns which the Clerk read out in his absence – ‘original application supposed to be for keeping of horses, but developer has constantly changed this – totally inappropriate for area and will cause access problems from the 1041

Ongoing Cllrs agreed to request an extension to them submitting observations until the September meeting – if this was not possible then an extraordinary meeting would be arranged.

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

Ongoing Matters

8.1 Update on storage options for Parish Council equipment (All)

Noting that only one of the companies the Parish Council had contacted had replied to the latest request for a quote (one had actually advised it was not in a position to offer a container to the Parish Council) Cllrs agreed to proceed with the quote provided by Cleveland Containers at a cost of £2,500.

Resolved Clerk was instructed to progress the matter and arrange with Cleveland Containers

8.2 Update on arrangements for changing banking for the Edward Atkinson Fund (All)

Item follows on from previous month in which it had been noted the Yorkshire Bank (which had been the bank used for the Edward Atkinson Fund) had been taken over by Virgin Money. Clerk referred Cllrs to a report he had provided prior to the meeting which in summary advised Clerk advised that he had spoken with Virgin Money and they had advised that the only way the Parish Council could continue with them as bank provider was for the current Signatories to set up a new account on line. The Report can be found as **Appendix 2**

Ongoing Cllrs agreed to the recommendation to transfer the remaining funds from the Edward Atkinson fund to the Parish Council account and list this separately on the Financial Report

New Matters

8.3 Cllrs to discuss initial ideas / projects for the CiL award – (will be ongoing item for future meetings) (All)

Ongoing No further action on this item at the moment and the Clerk would continue to source providers and costs of the suggested projects provided by Cllrs and which can be found as **Appendix 3**

Point of Procedure – Chair advised he wished to add an item which was not listed on the agenda which was problems for a number of residents relating to the fence on the park separating the park from their garden. Residents had experienced problems with youths climbing over the fence to access the park and also balls constantly being kicked into their garden(s). Cllrs discussed and various options were tabled including anti vandal paint, heightening the fence – Clerk was also asked to speak to SDC Community Hub.

Ongoing Matter to be deferred to September meeting for further discussion.

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

Cllr Falcus noted that a large piece of plastic wrapping was being blown around the carriageway on the A1041 near the Black Dog.

Resolved Clerk was asked to report this immediately to NYCC

Signed as a true record...

Neal Yates

Neal Yates – Parish Chairman

Date...

September 2022

Camblesforth Parish Council

Presented at the August 2022 Meeting For the Month of

Aug-22

From: Parish Clerk

To: Parish Councillors

Box 1

Community Account (666)

Opening Balance as of end of June.22 (Statements No. 238)

£26,282.77

Transactions in July 2022

Debits				
	Cheque No.	Paid to	Reason	Amount
08-Jul-22	Direct Debit	YU Energy - Standing Charge		£20.24
08-Jul-22	Direct Debit	YU Energy - Electricity for Street Lighting		£108.17 #
22-Jul-22	824	Andrew Crabbe - Salary for June 2022		£642.00
27-Jul-22	825	NYCC - STREETLIGHTING MAINTENANCE CARRIED OUT 2021-2022		£501.00
28-Jul-22	821	MC Niezen - provision of skip and labour for allotments		£300.00
28-Jul-22	827	Dave Marshall - Watering of (35) Flower Baskets - (Water.1) Invoice No.1006		£315.00
28-Jul-22	828	Dave Marshall - Grasscutting 6 of 12 (Village) - Invoice No.1008		£300.00
29-Jul-22	822	Autela Payroll Services - Monthly Payroll Process - Apr, May, Jun 22		£66.32

Credits				
Date of Credit	Reason			Amount

Summary = Bank Balance as of end of Jun.22 = £26,282.77

Total spend in Jul.22 (presented) = £2,252.73

Credit Received in Jul.22 = £0.00

Standing bank balance end of Jul.22 as per Bank Statement 236 = £24,030.04

Box 4

Cheques to be issued in Aug.22 (to be approved by Cllrs)

Amount

Andrew Crabbe - Reimbursment for payment of Painting of playground - see emails	£794.00
Andrew Crabbe - Salary for August 2022	£642.00
Andrew Crabbe - rembursement for printer ink	£54.95
Hiscox Insurance - interim payment	£220.28
Hiscox Insurance - full annual payment	£1,101.37
Dave Marshall - Grasscutting 4 of 6 (Highways) - Invoice No.1010	£220.00
Dave Marshall - Watering of (35) Flower Baskets - (Water.2) Invoice No.1009	£455.00
Dave Marshall - Grasscutting 7 of 12 (Village) - Invoice No.1011	£220.00

Total cheques to be issued & approved at the Aug.22 Meeting = £3,707.60

Box 2

Outstanding Cheques

Amount

Stephanie Coleman -reimbursement for raffle gifts purchased for Queens Celebrations	£30.10
Stephanie Coleman - Reimbursement for various items for Queens Celebrations - see e	£68.78
Ryther Alarms - 1 X 12 MONTH CCTV SERVICE AGREEMENT (APRIL 2022 – APRIL 2023),	£384.00
Selby District Council - New Bins for Village	480.44
Adams Nuseries - New Flower Baskets for Vilage	£1,800.00

Outstanding cheques to be cashed / presented = £2,763.32

Box 3

Summary of PC Accounts until end of Aug.22 (Actuals & Forecasts)

No.1 Account: Community Account (666)

a	(Actual) Bank Balance at end of Jun.22 (verified by Bank Stat 238) =	£26,282.77
b	(Actual) Total Spend in Jul.22 (cashd) =	£2,252.73
c	Uncashed Cheques (Actual)	£2,763.32
d	New Cheques issued at Aug.22 meeting (Actual)	£3,707.60
e	Forecast total spending for end of Aug.22 (which is box b, c and d added) =	£8,723.65
f	Credit Payments made in Jul.22	£0.00
g	Forecast of Bank Balance for end of Aug.22 (which is box e deducted from box a, added to box f) =	£17,559.12

Box 5

CiL Spending Report Parish Council was awarded a CiL amount for housing development on Croft Road =

£7,961.38

£9,597.74

Camblesforth Parish Council

Financial Officers Report for the Month of July 2022, reported at the August 2022 Parish Meeting (please cross reference with the excel spreadsheet (Finance Report)).

Headlines

At the end of June, our bank balance was £26,282, reducing to £23,030 at the end of July. The forecast balance for the end of August taking into account all liabilities (uncashed cheques and cheques to be issued in August) is £17,559, however Cllrs should of course note that £ 7,961 of this is CiL money and therefore the actual available budget spend is £9,597. The second precept payment is due in September so there are no concerns with regard to the financial solvency of the Parish Council finances.

Cheques to be approved

The main points to note are as follows:

- Reimbursement to A Crabbe - the cheque issued to Lee Burnham (the decorator who painted the playground) was returned as Mr Burnham advised his bank did not accept cheques and so A Crabbe paid the invoice.
- Insurance payment(s) - the interim payment cheque issued at the July meeting was returned as the insurers advised it was written to the wrong addressee (this was not clear on the notice due to the new insurers) - a new interim cheque is therefore issued along with the balance payment.

All other payments are as expected and budgeted for.

Finally, as with previous years, from the September meeting I will be asking Cllrs to consider if they wish for any projects to be funded by the precept for 2022-23 (financial year), notice of which will be issued by SDC from October / November. This will be a regular item on the agendas going forward from September to January 2023 at which point Cllrs will need to make a decision with regard to the precept demand.

As Financial Officer at this point in the year, I do not feel there will be a need to increase the precept for the purposes of the budget - despite heavy spending I believe there will be sufficient 'spend surplus' to negate the need for an increase. Therefore, as in previous years, the grounds for a precept increase will be determined by if Cllrs wish to finance any projects in 2023. This advice is subject to the waiver of no unexpected / unbudgeted spending occurring between now and January 2023.

Camblesforth Parish Council Report on The Edward Atkinson Fund – August 2022

Introduction and Current situation

The Edward Atkinson Fund is a fund which the Parish Council manages, based on the gifting of a field (Horne Field) to the aforementioned by a local landowner (Edward Atkinson) the terms of which are that any financial benefits from the field should benefit the children of the village. The field is rented out to a local farmer who pays an annual rent to the fund and this payment is then in turn provided to local organisations for the benefit of children. It is understood historically this has mainly been the local school and church.

The Fund is currently banked with Yorkshire Bank. It uses an old fashioned 'pass book' (similar to the old Post Office Saving Book) to bank money and take money out – all is done manually / in writing and requires the book to be taken into a bank branch – all transactions have been carried out at the Selby Branch, which has now closed down, and it is now understood the bank itself no longer exists having being taken over by Virgin Money.

This was advised to the Clerk when he wrote to Yorkshire Bank on 28th June 2022, and received a confusing letter from Virgin Money, attached to this report. The Clerk subsequently rang Virgin Money for clarification on a number of points and spoke to their customer services team. He was advised that Virgin Money no longer offers this type of banking facilities (passbook) and if the Parish Council wished to continue banking with them, it would need to transfer to 'on-line' banking and this would need to be set up on line.

The Clerk was also advised Virgin Money generally do not facilitate 'charity' banking and questioned 'if they were a suitable service provider for this type of customer'. The Parish Council would also require the existing signatories to set up the online account - it would be reasonable to suggest such a requirement would be difficult bearing in mind the circumstances of the existing signatories,

Two cheques sent to the fund by the local farmer were sent with the passbook for deposit, however it is uncertain at this time if these have been deposited and this matter will need looking into.

Other points to note with regard to the Edward Atkinson Fund in general are

- There are no statements or any other financial records aside from two passbooks
- The only paperwork I can find are applications from bodies applying to the fund for grants
- There is a hand written meeting book (in poor condition) dating from 1935 and some historical paperwork relating to the set up of the fund – these need further scrutiny
- There are however no evident terms of reference / standing order / etc which dictate how the fund operates.
- It is understood that the current signatories are Pat Braithwaite and Eileen Neale, both of whom have now retired from the Parish Council.

Recommendations of the Parish Clerk

1. That the current account is closed and monies are transferred to a separate account using Unity Bank, the current banking service used by the Parish Council.
2. The new account is added to the monthly financial report and becomes subject to the annual audit return carried out by the statutory auditors, thereby providing full transparency for the monies
3. The account is managed by an agreed mandate, the same as the Parish Council accounts, all subject to the instruction and approval of Parish Councillors.
4. Councillors agree a 'Terms of Reference' are created and which dictate the operation and terms and conditions of the Atkinson Fund and these are formally reviewed periodically (two years).

August 2022

Camblesforth Parish Council

CiL Award – August 2022

Project Suggestion List as of August 2022 Parish Meeting

Project Heading	Provider Details	Notes / Details including est. prices
Electronic speed signs	Elan City Road traffic management and urban communication solutions - Elan City	 Typical price for basic register speed sign is from £1650
Skate ramps / park		
Exercise / running track around the park		
Additional adult exercise equipment		
Replacement of playground surface	Wicksteed or Sutcliffe's	Could Cllrs clarify if this is the entire playground area or just certain equipment
Iron decorative fencing for the Memorial Garden	Railings for War Memorials - War Memorial Fencing (alpharail.co.uk)	