

Camblesforth Parish Council

Looking after your village, together

Parish Chairman: Neal Yates

Parish Deputy Chair: Stephanie Coleman

Date of Meeting Wednesday, 19th January 2022

Time of Meeting 1900

IN ATTENDANCE:

Parish Cllrs Cllr Neal Yates (Chair); Cllr Stephanie Coleman (Dep. Chair); Cllr Denise Kempton; Cllr Neil Ball; Cllr David Falcus; Cllr Joyce Boyes; Cllr Kevin Wild.
District Cllr Mike Jordan

Parish Clerk Andrew Crabbe

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

Clerk advised no apologies however Cllr Kempton would be late to the meeting.

Chair confirmed quorum at meeting.

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

Cllr Wild noted an interest in the solar farm planning application and associated possible grant from the developers – to be discussed under 5: Financial Report – however as no decisions were to be made and the Clerk was simply updating Cllrs on correspondence, Cllr Wild was granted dispensation and allowed to stay in the meeting during the item.

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

Chair noted there were no minutes from December as all matters of business were deferred to the January meeting.

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

Cllrs noted no members of the public in attendance.

Cllr Jordan noted that there would be no cost to Parishes for any elections carried out under the forthcoming restructure.

NYCC had yet to set their budget for the new financial year, however Cllr Jordan was able to confirm that SDC was not proposing to increase their tax base / precept due to cost-of-living increases.

Cllr Jordan left the meeting following his update.

5. Financial Report and Accounts (*Clerk*)

The financial report for December and cheques to be approved in January 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**

Clerk noted correspondence from P3P with regard to the solar farm and a general frustration from the developers on how long the planning process was taking. Clerk further noted that due to this it was unlikely any grant would be awarded in 2022 – in addition the developer was asking for specific details on what any possible grant would be spent on.

Cllrs agreed that the preferred position of the Parish Council was not to be tied to specific projects and instead provide a commitment that any such grant would be used for general community benefit which might include enhanced floral displays in the village, improvements to the playground and other green areas and expanded Christmas lighting / decorations

Resolved Clerk to write to the developers with effect to the above.

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

6. Any correspondence requiring discussion. (Clerk)

Following notification of a Planned Road Closure by NYCC, Cllrs expressed concern about the advised closure on Croft Road and why was this not carried out as part of the general building work.

Chair noted that he had spoken to a resident on Hardenshaw lane who reported that the streetlight had still not been repaired – Clerk advised that he had received notification from NYCC that this had been completed – Chair advised that the resident had told him an engineer had attended the light, pressed buttons on his IPAD and then left.

Ongoing Clerk to speak to NYCC and ask for the repair to be completed properly

Cllr Falcus asked if the requested dog bin for Hardenshaw Lane had been actioned – Clerk replied that he had not received any completion notice but was aware that there were staffing issues with the contractor.

Ongoing Clerk to speak to SDC and ask for an update on progress

7. Planning applications (Clerk / all)

Clerk advised Cllrs that he had not received any new planning applications since the last meeting.

Chair advised that he had looked on the SDC Planning Portal and was aware of several applications that had not been submitted to Cllrs, noting an application for 'Chestnuts' and several others.

Clerk replied he would look on the portal and check with SDC why no notifications had been received.

Cllrs also discussed that they were aware of housing development in the village but had not received notification of any CIL money.

Ongoing Clerk to contact SDC with regard to the above matters and report back to Cllrs.

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

Ongoing Matters

8.1 Cllrs to determine and vote upon the precept demand for 2022/23 (All)

After discussions and listening to recommendations from the Clerk, the decision was taken unanimously by Cllrs not to increase the precept for the new financial year and that the major project for the forthcoming year which was the Queens Platinum celebrations would be financed via the financial reserve.

Resolved Clerk to advise SDC of the Cllrs decision and also post notice on website and social media advising residents of the decision.

8.2 Cllrs to consider celebrations for the Queens Platinum Jubilee in liaison with Camblesforth Hall (All)

Cllrs welcomed Naomi Ward to the meeting who provided a draft plan for activities on a proposed celebration event for the Queens Jubilee to be held at Camblesforth Hall... this draft plan can be found as **Appendix 2**

Following discussions on financial support from the Parish Council with regard to the celebrations, Cllrs unanimously agreed to financing the event from the reserve and allocated a budget of £8k from the reserve and £1k from the Atkinson Fund - any monies left would be returned to the reserve.

Further to a recommendation from Mrs Ward, it was agreed that a Social Committee / Working Group would be established to co-ordinate the celebrations. It was also agreed that members of the public should be invited to participate in the Working Group in order to encourage community involvement.

Resolved Clerk to post a notice inviting volunteers to contact him and join the Working Group.

Resolved First meeting of the Working Group to be held on Weds 2nd Feb at 7.30 pm

Ongoing Clerk to explore grants from various sources including SDC / NYCC / Drax

New Matters

8.3 Cllrs to consider pre-liminary thoughts on budget for 2022/23 (All)

Cllrs were asked to review the budget and the respective items. At this point the Clerk was recommending a 5% increase across most budget areas to cover any cost-of-living increases. Cllrs were asked to note the increase in electricity costs due to a merger between the current provider (Eon) and Npower which had resulted in a serious increase in monthly costs. Clerk advised that he was in discussions with a company who would look at alternative suppliers and this maybe something Cllrs should consider going forward.

Cllr Coleman asked if the costs for repainting of the playground equipment could be included in the budget.

A revised budget would be forwarded to Cllrs to be reviewed and discussed at the next meeting.

Ongoing Clerk to ask for quotes from local trades for repainting of playground equipment

8.4 Cllrs to review the current grass cutting schedule and also consider if invitations for tender should be posted (All)

Following discussions with regard to the current grass-cutting schedule, Cllrs agreed to make a number of amendments to include the new floral displays in the village and also to reduce grass cuts in the allotments to 6 (as opposed to 12)

Cllrs further agreed that invites should be posted for submission of tender for the contract with a view to deciding at the March Meeting.

Resolved Clerk to forward current grass cutting schedule to Cllrs, and Cllrs to review prior to publication inviting tender for the contract in 2022

8.5 Cllrs to review the current Covid Risk Assessment and if this should continue to the next meeting

Cllrs agreed that the risk assessment should be eased and returned to the measures prior to the December meeting, specifically (at the February meeting) there would be no requirement for Lateral Flow Tests and masks could be removed when seated (if required)

Resolved As above

9 Any other Business (Not to be voted on)

Cllrs noted there had been no winter bedding placed in the two new planters as was part of the arrangement the Parish Council had with Adams Nurseries. Chair noted this, however pointed out that the PC had also not purchased a plaque to be placed on the planters

Cllrs asked if Adams could arrange for red, white and blue flowers in this year's displays to reflect the broader celebrations and if the Clerk could find out when the new baskets would be hung as some Cllrs believed they were late last year.

Ongoing Clerk to speak to Adams on the issues raised above by Cllrs and also resend Cllrs the information on possible plaques.

Date of next meeting Wednesday - 16th February 2022

There being no further business, the Chair closed the Parish Meeting at 2050

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

Neal Yates – Parish Chairman

Camblesforth Parish Council									
Presented at January 2022 Meeting For the Month of		Dec-21							
From:	Parish Clerk								
To:	Parish Councillors								
Box 1									
Community Account (666)									
Opening Balance as of end of Nov.21 (Statement No. 227)		£25,816.86							
Transactions in December 2021									
Debits									
	Cheque No.	Paid to	Reason	Amount					
07-Dec-21	753	Eon UK - Electricity Charges for October - Street lighting		£6.95					
07-Dec-21	754	Eon UK - Electricity Charges for October - Standing Charges		£110.76					
24-Dec-21	759	Andrew Crabbe - Reimbursement for Zoom subscription		£14.39					
24-Dec-21	760	Andrew Crabbe - Salary for December 21		£642.00					
24-Dec-21	762	Andrew Crabbe - Reimbursement for purchase of padlock and spare keys for allotment (£50.50 for keys & 10.50 for Padlock)		£62.00					
30-Dec-21		Service Charge		£18.00					
Credits									
	Date of Credit	Reason	Amount						
		Summary =	Balance as of end of November 2021 =	£25,816.86					
			Total spend in December 2021 (presented) =	£854.10					
			Credit Received in Dec 2021 =	£0.00					
			Standing bank balance end of Dec21 as per Bank Statement 227 =	£24,962.76					
Box 3									
Cheques to be issued in January 2022 (to be approved by Cllrs)				Amount					
Dave Marshall - power spraying of the playground				£230.00					
Npower - Electricity Charges for December21 - Standing Charges				£9.51					
Npower - Electricity Charges for December21 - Street lighting				£174.22					
Andrew Crabbe - Salary for Jan.22				£642.00					
Camblesforth Hall - monthly payment for meeting room				£25.00					
Denise Kempton - Reimbursement for Christmas Lights - 10th Jan.22				£22.99					
		Total cheques to be issued & approved at the Jan.22 Meeting =		£1,103.72					
Box 5									
No.2 Account: High Interest Account (682)									
30th Nov.21		£17,458.57							
Interest		£1.08							
31st Dec.21		£17,459.65							
Box 2									
Outstanding Cheques				Amount					
Marshall, D Grasscutting (Sept 21) Invoice No. 32				£520.00					
Autela Payroll Services: Q3 Oct - Dec 2021				£65.26					
Eon UK - Electricity Charges for November - Standing Charges				£107.19					
Eon UK - Electricity Charges for November - Street lighting				£6.73					
Proludic Ltd - provision and installation of new roundabout for the playground				£9,939.94					
		Outstanding cheques to be cashed / presented =		£10,639.12					
Box 4									
Summary of PC Accounts until end of Jan.22 (Actuals & Forecasts)									
No.1 Account: Community Account (666)									
a	(Actual) Bank Balance at end of Nov 21 (verified by Bank Stat 227) =		£25,816.86						
b	(Actual) Total Spend in Dec.21 (cash) =		£854.10						
c	Uncashed Cheques (Actual)		£10,639.12						
d	New Cheques issued at Jan.22 meeting (Actual)		£1,103.72						
e	Forecast total spending for end of Jan.22 (which is box b, c and d added) =		£12,596.94						
f	Credit Payments made in Dec 2021		£0.00						
g	Forecast of Balance for end of Jan.22 (which is box e deducted from box a, added to box f) =		£13,219.92						

Appendix 1a: Financial Officers Report for January 2022 Meeting

Main points for Cllrs to note in this month, detailed in separate emails and concerning payments for the following:

- *Item concerning work in the village was redacted from this document due to the need for confidentiality. The matter was discussed by Cllrs and a plan agreed. A separate record is been kept of the matter for the purposes of external scrutiny if required.*
- Electricity Bills - these are now considerably higher (over double on what we paid this time last year).

Aside from the above, a summary of our finances is pretty much as explained at previous recent meetings. Our forecast balance at the end of January will be £13,242.91, which is sufficient to meet our remaining commitments in this financial year, however we shall see the lowest surplus we have had in many years by April. Despite this our finances remain stable and solvent with no real identifiable threats.

There is also no change to my recommendation that there is no requirement for a precept increase, however this recommendation is based on Cllrs not pursuing any projects from the budget or sizeably increasing expenditure in the budget beyond RPI. In the face of a reduced surplus and increasing costs of living spending, it is reasonable to suggest that any future projects to enhance the village will have to be financed by an increase in the precept.

Although there is the money expected to be received from the solar farm, it would not be financially prudent to rely on this, at least not until we have firm confirmation of the payment and this is now confirmed as not available until next year.

Finally, there is of course the question of the PC supporting celebrations for the Queens Platinum and my advice remains the same that if Cllrs wish to progress this, it is financially viable, but only if we use the reserve.

Appendix 2: DRAFT Activities for Queens Celebrations V.1

Queens Jubilee Celebration				
Food				
Type	Supplier	Price		Notes
Afternoon Tea	Feast 78			Individually packaged afternoon tea to be served by Feast 78
Candyfloss				
Hotdogs				
Icecream				
Entertainment				
Type	Supplier	Price	Cost	
Lawn Games				
Tug of War				
King and Queen				
Best in Bloom				
Singers				
DJ/music				
Train Rides	York Model Train Co.			(£1 per ride reimbursed)
Vintage Fairground rides	Yorkshire amusements			swing boats and roundabout £2 per go
Face painting				
Story time tent	Drax and Carlton church			
Morris Dancers				
Shelter				
Type	Supplier	Price		
Marquee	English Marquee Company			6m x 12m Cotswold Marquee
Toilets				
Stalls				
tombolla				
Local Craft				
Local produce				
cakes				
Wet weather plan - use barns				

Summary Notes of the February 2022 Parish Meeting

Date of Meeting	Wednesday, 16 th February 2022
Time of Meeting	1900
Location	Camblesforth Hall

IN ATTENDANCE:

Parish Cllrs	Cllr Neal Yates (Chair); Cllr Stephanie Coleman (Dep. Chair); Cllr Neil Ball; Cllr David Falcus; Cllr Joyce Boyes; District Cllr Mike Jordan
Parish Clerk	Andrew Crabbe

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

Clerk advised apologies had been received from Cllr Kevin Wild and Cllr Denise Kempton

Resolved Chair confirmed quorum at meeting.

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

Chair asked Cllrs if they had any declarations with regard to the items in the February meeting. None were declared but in the interests of transparency Cllr Coleman advised that she had applied for an allotment plot and she noted Item 8.4 on the Agenda.

Clerk advised as the matter of the item related to rents, not occupancy and also Cllr Coleman was not currently a tenant, it was his view that she did not need to exclude herself from the meeting.

Chair acknowledged the attendance of two Officers from Selby District Council's Enforcement Team, who had been invited to speak to Cllrs with regard to concerns for increased dog fouling in village. The bullet points of this discussion are below:

- Officers explained the Enforcement Team had a wide range of responsibilities in the community including dealing with fly tipping, abandoned vehicles, taxis and licencing, anti-social behaviour and of course matters relating to animals including dog fouling..... As such the team liaised closely with the police and other agencies in their work – for instance the Dogs Trust in the case of dog matters.
- Statistics relating to dog ownership and shown a considerable increase during the pandemic and now over 33% of households owned a dog – there was a national concern that a lot of these owners had never had a dog before and no experience of what this involved – there was evidence to suggest that as people returned to work, dogs were being abandoned or taken to sanctuaries
- Officers noted with regard to complaints over dog fouling, there had been 19 contacts received by SDC in 2021 across the district, most relating to requests for cleaning up mess but also placing of signage – Officers advised they had been around Camblesforth prior to the meeting and updated streetlight signs

- This year there had been 24 contacts to date, so clearly a considerable increase – most contact was again requesting street cleaning, but Officers noted there were 2 enforcement letters in place.
- Public Space Protection Orders (PSPO) were discussed but the Officer's advised such Orders were not easily achieved and have a long-drawn-out process requiring gathering of supportive evidence / grounds for the PSPO – dog fouling was a civil matter, but Officers can act in respect of public spaces.
- In terms of enforcement – there was a 'staged' process in place. If someone was reported for fouling, the first stage would be to speak to them or issue a written warning and try and get them to correct their behaviour. Repeat offenders could be issued with a fixed penalty, and a final stage would be taking the person to court.
- Cllrs asked if witnesses needed to be identified and were advised not in the early 'stages', however if the matter had to go to court, then they would be, and Officers acknowledged that this probably put a lot of people off, however evidence from household CCTV was a new way in which dog fouling could be dealt with without the need for witnesses, and the Enforcement Team was able to use footage to pursue anyone not clearing up their dog's mess.

The discussion continued with how the Enforcement Team could support the Parish Council in dealing with the issue:

- Officers confirmed that SDC would come out to reported dog fouling and clean up the mess. Cllrs asked if there was a time frame for this happening and Officers advised they would check this. A location of the mess would be needed and Officers were encouraging the use of the application 'what 2 words'.
- Enforcement's strategy was focussed on educating dog owners and with this in mind they were keen to get into schools and get children involved, for instance North Duffield schoolchildren had designed and created street signs letting the very small number of offending dog owners know that they were being watched and the village was a 'dog watch community'.
- Related to the above, warning and deterrent notices could be posted in areas which were known for fouling
- Street stencils were shown to be effective – Chair confirmed he still has the template for this but the paint previously given washed away after a few days. Officers advised they had some with them and would leave for the PC
- There were leaflets available from SDC for the Parish Council to post on social media and website.
- Officers advised they felt Camblesforth had a good coverage of dog waste bins, and were able to provide the PC with a location map, which could be posted on social media to let dog owners know where these were. Officers did note that two bins were quite close to each other on Croft Road and perhaps Cllrs should look at moving one to another location where it was more needed

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

Chair asked Cllrs if they had received and reviewed the minutes of the January Meeting – Cllrs confirmed this was the case and the Chair approved these.

Resolved Minutes from January 2022 were approved and will be duly published.

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

Chair acknowledged Ward Cllr Jordan at the meeting

Cllr Jordan advised Cllrs that he was involved in a number of Parish Council arrangements for the Queens Platinum celebrations and that a number of roads being closed in preparation for the event.

Cllr Jordan noted that there was still funding available for household and farm security improvements under the Crime and Commissioner project and residents were encouraged to apply for this funding

13. Financial Report and Accounts (Clerk)

Clerk referred Cllrs to the financial report and asked if there were any questions. None were tabled. The Financial Report and monthly Finance Officer's Report can be found as **Appendix 1**

Resolved The cheques issued at the February meeting were approved by Cllrs.

14. Any correspondence requiring discussion. (Clerk)

Resolved All correspondence had been dealt with prior to the meeting except for the letter concerning Trees on Beech Tree area which would be dealt with in point 8.5 of the February meeting

15. Planning applications (Clerk / all)

Clerk referred Cllrs to the Planning Report – see **Appendix 2**.

Resolved Noting the amended plans for 28 Brigg Lane (extension) Cllrs agreed that there was no change to the Parish Council's strong objections to this application due to the concerns for the impact on neighbouring properties, or the PC request that the application was referred to Planning Committee.

Resolved Clerk was asked to send the planning reference to District Cllr Jordan to monitor the application.

16. Matters arising – to consider new and on-going 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)

Cllr Coleman updated Cllrs on the progress of the Working Group

- It was confirmed Cllrs had agreed to a single marquee for the event
- There had been good public attendance at the first meeting with approximately 20 people attending and a number of subgroups had been set up to look at different activities, entertainment, decorations, tombola and raffles.
- Cllr Coleman had spoken to the Head Teacher Mr Card with regard to the presentation of commemorative Teddy's and Coins and he was very pleased with the proposal – Cllrs discussed if some form of presentation of the gifts could be arranged to which the media could be invited, however Cllr Coleman advised this would be dependant on if visitors to the school would be permitted.
- Mr Card was keen for the schoolchildren to be involved in the celebrations and there had been discussion on a possible mini parade with children to open the celebrations, however Cllr Jordan advised this would require police permission to close roads which would need applying for ASAP
- School children were going to be making own bunting for the celebrations
- There were potential complications with application for a temporary alcohol licence as this might impact on the Hall's own licencing
- Cllrs asked if Cllr Jordan was able to make any financial contribution to the event – Cllr Jordan replied he would look into this and requested the bank account details of the Parish Council.
- Most local businesses have already donated to the event in some way or another.
- Clerk confirmed he had contacted Drax with regard to a possible donation / contribution to the celebrations which they were currently considering.
- A leaflet drop advertising the event was planned in order to make residents aware of what was happening

8.2 Update on Cllr considerations budget for 2022/23 (All)

Clerk referred Cllrs to v.2 of the draft budget report

Ongoing No further updates at this meeting, although Cllr Falcus suggested a new waste bin could be installed on Hardenshaw Lane as part of a review of bins in the village.... Alternatively, Cllrs to possibly look at relocating an underused bin to Hardenshaw Lane.

Ongoing Clerk to identify location of bins in the village

8.3 Update on Tender applications for Grass Cutting in 2022 (if any received by time of meeting) (Clerk)
Details of this item are redacted due to the need for commercial confidentiality of applicants. A separate record will be kept by the Clerk in the event of the need to produce for auditors.

New Matters

8.4 Cllrs to consider rents for allotments (to determine if an increase or status quo is appropriate) (All)
In the absence of Cllr Wild, it was agreed this item should be deferred to the March Meeting

8.5 Tree Preservation Orders in Beech Tree area (Cllr Boyes)

Cllr Boyes referred Cllrs to a previous resident's correspondence which had expressed concerns for the stability of several trees in gardens in the Beech Tree area... it was noted these trees were protected by Tree Preservation Orders (TPO's).

The resident of the correspondence attended the meeting and was invited by the Chair to comment on the matter. The resident advised Cllrs that some years ago a private inspection of the trees in question had identified several were unsafe / dead, and at least one tree was identified as needing to come down - however SDC had rejected the inspection recommendations at the time.

Cllrs noted that the resident in attendance had provided photographic evidence along with his correspondence showing property destruction caused by some of the trees / branches falling onto properties as recent as January of this year – the resident noted that at the time there were no strong winds.... the resident continued that in light of recent high winds, residents of Beech Tree were seriously concerned for their properties and even lives, and also road safety as many of the trees faced onto the road.

It was confirmed that the trees in question were in private gardens and that it was likely if they were permitted to be felled, it would have to be the residents who paid for this. Clerk asked the resident attending if he could provide details of the address and trees in question.

Ongoing Cllrs agreed this was a potentially dangerous situation and instructed the Clerk to contact Selby District Council with regard to the process for revoking of the TPO's on the grounds of health and safety. Clerk to update Cllrs at the March meeting.

8.6 Cllrs to consider if the risk assessment should remain in place for March Meeting (All)

Resolved Cllrs unanimously agreed that in light of the current national situation and improving Covid situation, that all risk assessment measures should be lifted for the March meeting, including the restriction for numbers of the public attending. Cllrs and members of the public would no longer be required to wear facemasks but could if they wished.

Ongoing Cllrs agreed in light of the above this would mean it would be necessary to look at a larger room than the current venue (in the Hall) and the Chair advised he would speak with the owner of the Hall with regard to the Parish Council moving to one of the Barns for future meetings.

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

Cllr Coleman advised Cllrs that she would struggle to attend the Drax Liaison Meetings after March. Cllrs agreed to ask Cllr Wild if he would be prepared to take this role again

Resolved Clerk to contact Cllr Wild

Date of next meeting Wednesday - 16th March 2022

There being no further business, the Chair closed the Parish Meeting at 2050

Signed as a true record *Neal Yates*
Neal Yates – Parish Chairman

Date *March 2022*

Cambleforth Parish Council		Presented at February 2022 Meeting For the Month of		Jan-22
From:	Parish Clerk			
To:	Parish Councillors			
Box 1				
Community Account (666)				
Opening Balance as of end of Dec.21 (Statement No. 230)		£24,962.76		
Transactions in January 2022				
Debits				
	Cheque No.	Paid to	Reason	Amount
07-Jan-22	764	Eon UK - Electricity Charges for November - Standing Charges		£6.73
07-Jan-22	765	Eon UK - Electricity Charges for November - Street lighting		£107.19
20-Jan-22	761	Proludic Ltd - provision and installation of new roundabout for the playground		£9,939.94
20-Jan-22	766	Autela Payroll Services: Q3 Oct - Dec 2021		£65.26
24-Jan-22	767	Andrew Crabbe - Salary for Jan.22		£642.00
26-Jan-22	769	Npower - Electricity Charges for December21 - Street lighting		£174.22
26-Jan-22	770	Npower - Electricity Charges for December21 - Standing Charges		£9.51
28-Jan-22	772	Denise Kempton - Reimbursement for Christmas Lights - 10th Jan.22		£22.99
Credits				
Date of Credit	Reason			Amount
	Summary =			
	Balance as of end of December 2021 =			£24,962.76
	Total spend in January 2022 (presented) =			£10,967.84
	Credit Received in Jan.22 =			£0.00
	Standing bank balance end of Jan.22 as per Bank Statement 230 =			£13,994.92
Box 3				
Cheques to be issued in February 2022 (to be approved by Cllrs)				Amount
Gifts to Impress - Commemorative Teddy Bears				£743.26
Gifts to Impress - Commemorative Coins				£474.92
Andrew Crabbe - Salary for February 2022				£642.00
Cambleforth Hall - monthly payment for meeting room (Jan.22)				£25.00
GD Steel Belfast - Commemorative Bench for Queens Platinum Celebrations				£995.99
Total cheques to be issued & approved at the Feb.22 Meeting =				£2,881.17
Box 5				
No.2 Account: High Interest Account (682)				
30th Nov.21				£17,458.57
Interest				£1.08
31st Dec.21				£17,459.65
Box 2				
Outstanding Cheques				Amount
Marshall, D Grasscutting (Sept 21) Invoice No. 32				£520.00
Dave Marshall - power spraying of the playground				£230.00
Cambleforth Hall - monthly payment for meeting room				£25.00
Outstanding cheques to be cashed / presented =				£775.00
Box 4				
Summary of PC Accounts until end of Feb.22 (Actuals & Forecasts)				
No.1 Account: Community Account (666)				
a	(Actual) Bank Balance at end of Dec.21 (verified by Bank Stat 227) =			£24,962.76
b	(Actual) Total Spend in Jan.22 (cashed) =			£10,967.84
c	Uncashed Cheques (Actual)			£775.00
d	New Cheques issued at Feb.22 meeting (Actual)			£2,881.17
e	Forecast total spending for end of Feb.22 (which is box b, c and d added) =			£14,624.01
f	Credit Payments made in Jan.22			£0.00
g	Forecast of Balance for end of Feb.22 (which is box e deducted from box a, added to box f) =			£10,338.75
Box 6				
Queens Jubilee Celebrations Budget (£7000 to be transferred from Reserve Budget & £1000 from Atkinson Fund)				
Gifts to Impress - Commemorative Teddy Bears				£743.26
Gifts to Impress - Commemorative Coins				£474.92
Budget as agreed at January 2022 Parish Meeting				£8,000.00
Balance as of end of Feb.22 =				£6,781.82
Balance as of end of Mar.22 =				
Balance as of end of April.22 =				
Balance as of end of May.22 =				
Balance as of end of Jun.22 =				

Appendix 1a: Financial Officers Report for February 2022 Meeting

Spending continues to be in line with forecasts and largely due to the costs of the new playground roundabout are forecast to result in the lowest surplus variance for many years. However, at this time and with only two months left in the financial year, there are no concerns for the financial stability of the Parish Council, but do, again reinforce the principle of effective financial planning and budget management for next year. The forecast balance for the end of February is £11,334.74 and this is in line with the yearend forecast variance (surplus) of approx. £10,000 as some of this month's spending (the commemorative gifts) will be covered by transfer of funds from the reserve.

With this in mind, the Financial Report now shows a table (6) to monitor the spending on the Queens Platinum. Cllrs have agreed to the recommendation this project is funded from the reserve and I am currently arranging with the Bank to transfer the funds to cover the spending.

Appendix 2: Planning Application Report

Camblesforth Parish Council

Planning Application Report for the February 2022 Meeting

For full details of applications, use the public planning portal at SDC

<https://www.selby.gov.uk/view-applications-public-access>

Location & Applicant:	Planning Ref:	Proposal:	Observations / Comments:
28 Brigg Lane Camblesforth Selby	2021/0738/ HPA	Erection of part two-storey, part single-storey rear extension.- amended plans - Planning Comments have advised the applicant has changed the size and number of bedrooms on the floor plan and have also transferred the location plan from the elevations to the floor plans.	<i>The Parish Council has previously strongly objected to the application due to the potential impact the development would have on neighbours. Following Cllr discussions at the February 2022 Parish Meeting, Cllrs unanimously agreed there was no change to their strong objections and request for the application to be referred to Planning Committee</i>
6 Oaklands, Camblesforth, Selby	2021/1487/ HPA	Single storey rear extension and removal of utility room	<i>The Parish Council is not aware of any public objections to the proposed application or any grounds to object therefore Cllrs have no objections to the application.</i>
Applications Decided (Refusal / Granted)			

Camblesforth Parish Council

Looking after your village, together

Parish Chairman: Neal Yates

Parish Deputy Chair: Stephanie Coleman

Date of Meeting Wednesday, 19th March 2022

Time of Meeting 1900

IN ATTENDANCE:

Parish Cllrs Cllr Neal Yates (Chair); Cllr Stephanie Coleman (Dep. Chair); Cllr Denise Kempton; Cllr Neil Ball; Cllr David Falcus; Cllr Joyce Boyes; Cllr Kevin Wild.
District Cllr Mike Jordan

Parish Clerk Andrew Crabbe

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

Clerk advised no apologies

Resolved Chair confirmed quorum at meeting 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

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 February 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 a member of the public in attendance with regard to the Trees in Beechtree Grove item.

Clerk and District Cllr Jordan explained the situation with regard to forthcoming Parish Council elections:

- Parish Council Elections had been brought forward from 2023 and all Parish Cllrs had to submit a nomination form if they wished to continue in office
- Camblesforth had 7 Cllrs and if all Cllrs submitted their intentions to continue in office and other individual (resident(s)) also did so, then an election would be held.
- The Clerk had already circulated the Nomination Forms, however they could not be submitted until the 'Notice of Election' had been issued by Selby DC.
- SDC had issued a timeframe which Cllrs needed to note and observe.
- All nominations had to be handed into Selby DC no later than 5th April at 4pm – they could not be posted
- Clerk offered to take all completed forms into the Civic Centre and would contact Cllrs with arrangements once the Notice of Election had been received.

Chair advised Cllrs that at the Annual General Meeting he would be asking Cllrs if they felt the Parish Council had sufficient Cllrs or should the Parish Council have additional Cllrs.

5. Financial Report and Accounts (Clerk)

The financial report for February and cheques to be approved in March 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 March meeting were approved by Cllrs and duly processed

6. Any correspondence requiring discussion. (Clerk)

Resolved No correspondence was noted which had not been dealt with

7. Planning applications (Clerk / all)

Resolved Clerk advised Cllrs that he had not received any new planning applications since the last meeting.

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)

Cllr Coleman and Chair advised following update

- The Working Group / Committee had held two meetings to date, and matters were progressing well
- Most local shops / shops businesses had made donations
- Food will include burger van, afternoon tea, beer and cocktails
- It is hoped to have a ride on railway, boat swings and carousel roundabout as well as lawn games and a classic car show
- A layout plan is being put together and hopefully agreed at the next meeting of the Committee

8.2 Update on Cllr considerations budget for 2022/23 (Cllrs to finalise budgets in time for April sign-off) (All)

Cllrs were reminded that the budget for 2022/23 needed to be signed off in April and therefore any final recommendations needed to be submitted prior to the meeting and agreed at the meeting.

Cllrs discussed storage for the Parish Council as its assets and equipment increased and discussed the possibility of a storage container.

Ongoing Deferred to April meeting - in first instance, Clerk to obtain estimates for a 20ft shipping container.

8.3 Update on Tender applications for Grass Cutting in 2022 (Cllrs to agree contract award for new year) (All)

Cllrs agreed unanimously to appoint SDM Gardening Service (David Marshall) for the grass cutting contract. It was noted that Mr Marshall had not increased his costs for another year and Cllrs agreed he had provided an excellent service to the community over the past year.

Resolved Appointment of SDM Gardening for the grass cutting contract for the season of 2022.

8.4 Update on allotment matters (Cllrs to agree rents for 2022 and discuss tenancy situation) (All)

Clerk advised he had carried out a benchmarking report on allotment rents in the Selby area – the response from other Parish Council's was limited and he had extended the search wider to cover in the North Yorkshire and East Yorkshire. The Report can be found as **Appendix 2**.

Clerk confirmed he had received no contact from the tenant of plot no.2 and whose tenancy of the plot had been ended due to poor tenure. An outstanding issue was the considerable amount of personal

property on the plot – he had written and emailed to the tenant advising that if no contact had been made after 1st April, then Cllrs would decide what to do with the property.

Concerning the question of the rents for the plot, Cllrs agreed not to increase rents this year as it appeared the rents charged were within the range of most similar such allotments and covered the expenses incurred for the allotments.

Cllrs also agreed that in the new tenancy year, Plot.2 would be halved, therefore hopefully making it more manageable.

Finally Clerk advised Cllrs that the tenant of Plot.1 had asked for more time to remove their belongings / property - Cllrs agreed to this request and the tenant would be given until end of April to move their belongings from their plot.

Resolved Cllrs agreed no increase in rents

Resolved Cllrs agreed Plot 2 should be divided into two plots to make the site more manageable

Resolved Clerk should contact persons on waiting list with a view to occupy the vacant plots

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

Clerk advised Cllrs he had not had a response from Selby District Council despite several chaser emails. Cllrs asked District Cllr Jordan if he would take this up with SDC on behalf of the Parish Council

Ongoing Deferred to April meeting

New Matters

8.6 Cllrs to consider 5G Posts in village – if any response is received from Contractors (Cllr Ball)

Cllr Ball advised that he had been approached by residents expressing concerns with regard to proposed work to install 5g in the village – at first it had been reported that the contractor had told residents there would be a mast put in their gardens and they had no say in the matter. Clerk referred Cllrs to earlier emails which clarified this was not the case and in fact the Company was looking at telegraph poles – however at the meeting Cllr Ball provided the Clerk with a contact name at the company installing the wires and Clerk confirmed he would speak to them with a view to arranging a joint communication

Resolved as above / Clerk to keep Cllrs updated on communications with Company

8.7 Cllrs to consider any requirement for changes to the Standing Orders in time for the Annual General Meeting (All)

Prior to the meeting Clerk had provided Cllrs with a copy of the current Standing Orders and asked if these could be reviewed in time for the Annual General Meeting in May.

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

- Cllr Falcus reported that the chevrons into the village had been damaged – Clerk was asked to contact Highways with regard to this
- Concerns were raised with regard to parking near the new bungalows (Shielding's) at the entrance to Beech Grove with cars being allegedly parked inconsiderately – Clerk was asked if he could speak to the police to have a look and see if there were any traffic violations been caused.
- Chair and Clerk agreed to review Petty Cash situation prior to the April meeting with a view to reconciling prior to the annual audit which would take place shortly.
- Clerk was asked to ensure that all was in order regard the Guardian for the new defibrillator outside of the shop

Date of next meeting Wednesday – 20 April 2022

There being no further business, the Chair closed the Parish Meeting at 2027

Signed as a true record..... *Neal Yates* Date... *April 2022*
Neal Yates – Parish Chairman

Appendix 1 – Financial Report for February presented at the March 2022 Meeting

Camblesforth Parish Council			
Presented at March 2022 Meeting For the Month of		Feb.22	
From:	Parish Clerk		
To:	Parish Councillors		
Box 1			
Community Account (666)			
Opening Balance as of end of Jan.22 (Statement No. 230)		£13,994.92	
Transactions in February 2022			
Debits			
Cheque No.	Paid to	Reason	Amount
02-Feb-22	1768	Dave Marshall - power spraying of the playground	£230.00
17-Feb-22	1773	Gifts to Impress - Commemorative Teddy Bears	£743.26
17-Feb-22	1774	Gifts to Impress - Commemorative Coins	£474.92
Credits			
Date of Credit	Reason		Amount
Summary =			
		Balance as of end of Jan.22 =	£13,994.92
		Total spend in Feb.22 (presented) =	£1,448.18
		Credit Received in Feb.22 =	£0.00
		Standing bank balance end of Feb.22 as per Bank Statement 230 =	£12,546.74
Box 3			
Cheques to be issued in March 2022 (to be approved by Cllrs)			Amount
English Marquee Company - desposit for hire to two marquees (paid prior to meeting as agreed by Cllr)			£832.80
A Crabbe - Salary for March 2022			£642.00
Selby District Council - Payment for Lease of Land for Allotments			£90.00
Netwise UK - annual payment for Website management and domain			£360.00
Camblesforth Hall - monthly payment for meeting room (Feb-22) INV-39			£25.00
Stephanie Coleman -reimbursement for raffle gifts purchased for Queens Platinum Celebrations			£30.10
Total cheques to be issued & approved at the Mar.22 Meeting =			£1,979.90
Box 5			
No.2 Account: High Interest Account (682)			
31st Jan.21	£17,459.65	No Change	
Box 2			
Outstanding Cheques		Amount	
Camblesforth Hall - monthly payment for meeting room		£25.00	
Andrew Crabbe - Salary for February 2022		£642.00	
Camblesforth Hall - monthly payment for meeting room (Jan.22)		£25.00	
GD Steel Belfast - Comemmorative Bench for Queens Platinum Celebrations		£995.99	
Outstanding cheques to be cashed / presented =		£1,687.99	
Box 4			
Summary of PC Accounts until end of Mar.22 (Actuals & Forecasts)			
No.1 Account: Community Account (666)			
a	(Actual) Bank Balance at end of Jan.22 (verified by Bank Stat 227) =		£13,994.92
b	(Actual) Total Spend in Feb.22 (cashd) =		£1,448.18
c	Uncashed Cheques (Actual)		£1,687.99
d	New Cheques issued at Mar.22 meeting (Actual)		£1,979.90
e	Forecast total spending for end of Mar.22 (which is box b, c and d added) =		£5,116.07
f	Credit Payments made in Feb.22		£0.00
g	Forecast of Balance for end of Mar.22 (which is box e deducted from box a, added to box f) =		£8,878.85
Box 6			
Queens Jubilee Celebrations Budget (£7000 to be transferred from Reserve Budget & £1000 from Atkinson Fund)			
Gifts to Impress - Commemorative Teddy Bears		£743.26	
Gifts to Impress - Commemorative Coins		£474.92	
GD Steel Belfast - Comemmorative Bench for Queens Platinum Celebrations		£995.99	
English Marquee Company - desposit for hire to two marquees		£832.80	
Raffle gifts (S Coleman -reimbursement)		£30.10	
Budget as agreed at January 2022 Parish Meeting		£8,000.00	
Balance as of end of Feb.22 =		£5,785.83 Comemorative Teddy Be	
Balance as of end of Mar.22 =		£4,922.93 Deposit for Marquees &	
Balance as of end of April.22 =			
Balance as of end of May.22 =			
Balance as of end of Jun.22 =			

Appendix 1a: Financial Officers Report for March 2022 Meeting

Financial Officers Report

With one month left in the financial year and a bank balance of £12,546.74 and a forecast balance of £8,878.85 (taking all our liabilities into account), we remain on target for our forecasts and are solvent and stable at the end of the financial year. It is worth noting that these balances include £3,077.07 spent on the Queens Platinum Celebrations, which will be refunded back to the main budget once the £8k from the reserve is transferred, meaning we should finish the financial year with a (forecast) balance of £11,955.92

In summary, there are no identifiable risks or threats to the accounts and as Financial Officer I have no concerns.

Cllrs are respectfully reminded that they need to scrutinise the budget for 2022/23 and finalise the figures they wish to approve at the April meeting.

Spending on the major project for the year, the Queens Platinum celebrations can be seen in Box 6 and remains in budget - after current spending (£3,077.07) means there is a balance of £4,922.93 in the budget (set at £8k). Further spending needs to be approved by Cllrs prior to spending going forward.

Allotment Report for March 2022 Parish Meeting

Summary and recommendations

It is evident that there are no uniform allotment rents provided by Parish Councils although most (larger) plots are charged between £20-£30 pa and (smaller) plots £15-£20 which CPC's rents fall within.

When considering the actual financial impact of the allotments to the Parish Council, (either with regard to costs or income) it is reasonable to suggest the implications are actually minimal to the overall finances of the Council. However on balance the income of the current rents more than covers the running costs and therefore as Financial Officer it is my recommendation at this time that there are no viable financial grounds to increase the rents.

Summary Notes of the April 2022 (Ordinary) Parish Meeting

Date of Meeting Wednesday, 20th April 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)

Clerk advised he had received apologies from Cllrs Ball and Kempton

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

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 March 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 no members of the public were in attendance.

In addition, Cllrs noted that Cllr Mike Jordan who usually attended was absent due to the forthcoming elections.

Parish Elections for 2022

As a point of procedure, it is duly noted that all current Parish Cllrs had submitted to remain in office and there had been no other submissions from residents, resulting in a uncontested election for Camblesforth. Clerk confirmed that in an election year the Annual General Meeting had to be held 10 days after the election day. Therefore Camblesforth AGM would be held immediately prior to the May meeting.

5. Financial Report and Accounts (Clerk)

The financial report for March and cheques to be approved in April 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 April meeting were approved by Cllrs and duly processed

CiL Payment

As a point of procedure, it is duly noted that the Parish Council has received £7961.38 in CiL payments due to the recent housing development on Croft Road. Clerk advised at this stage all that was required was to duly record the receipt of the monies, submit the appropriate paperwork to SDC and Cllrs could determine what to spend the monies on at future meetings, however there was specific criteria determining the types of spend the money could be used for – in summary, spending had to be for the benefit of the community.

6. Any correspondence requiring discussion. (Clerk)

Cllrs noted the recent criminal activity in the village and comments made on social media. Clerk advised that he had sent a number of emails to the PC liaison officer but had received a 'daemon failure' in response.... He had sent a further email to another Officer who had attended previous meetings but had not received a reply to-date. Cllrs expressed concern with regard to the recent events and the apparent lack of police contact / response to this.

Ongoing it was agreed that the Clerk should contact both the Police Commissioner and Nigel Adam's Office to relay Cllrs concerns in the matter – Cllr Falcus suggested that residents should also be encouraged to write to Mr Adams to also complain about the lack of police response.

7. Planning applications (Clerk / all)

Referring to the Planning Application report for the April meeting, Cllrs expressed a number of concerns with regard to two applications and the Clerk was instructed to obtain further information from SDC Planning on both these prior to Cllrs submitting any observation – details can be found as **Appendix 2**

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 discussed progress on the proposed celebrations

- A leaflet drop had been carried out by Cllrs and volunteers advertising the event
- There had been some confusion over donations for raffle prizes, but Cllr Coleman confirmed more were needed
- Cllrs discussed a request from Camblesforth Hall that no dogs should be brought to the event and agreed this was appropriate
- Progress was being made in booking entertainment and a new attraction of falconry display was being looked into by Cllr Coleman
- Cllrs discussed arrangements for toilet facilities and if any additional were needed – it was agreed that a number of 'portaloos' would be appropriate – Cllr Coleman would source this.

Finally, it was noted that the Parish Council had received a grant of £250 from Drax Power Station to be used towards the celebrations. Cllrs thanked Drax for this contribution.

8.2 Update on Cllr considerations budget for 2022/23 (Cllrs to finalise budgets for sign-off) (All)

Clerk refer Cllrs to the draft budget for 2022 / 23 which had been sent to them previously. Cllrs discussed and no further amendments were made to the draft.

Resolved The budget for the new financial year was duly approved and signed off. A copy of this can be found as **Appendix 4**

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

Clerk advised that he had not received any further information from SDC on this matter.

Ongoing Clerk to continue to seek a response from SDC

New Matters

8.4 Cllrs to review the Financial Report for 2021-22 pending submission for Annual Return Audit (All)

Clerk referred Cllrs to the annual Financial Report which had been sent to them previously.

Resolved Cllrs had no questions and the Clerk would now forward to the internal auditor for review.

8.5 Cllrs to consider storage for the Parish Council and quotes relating to shipping containers (All)

Referring to the March meeting in which Cllrs discussed the possible purchase of a shipping container to store property of the Parish Council, Cllrs considered several quotes received with regard to second hand containers. It was noted that the approximate cost was £2.5k with little difference between the quotes.

Cllr Wild advised that he occasionally came across containers being sold and he would keep an eye out over the next couple of months.

Ongoing Cllrs agreed to defer to future meetings pending further information

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

Cllr Boyes asked Cllrs if they would consider placing a Ukraine flag on the scaffolding in the Memorial Garden in the understanding that several Ukrainian families had moved into the village – Cllrs agreed this was a good idea and asked the Clerk to look at purchasing a large flag and also a Union Jack to be displayed alongside each other. Chair waived the procedural requirement for no action on 'Any Other Business' to allow this to be actioned

Date of next meeting Wednesday – 18th May 2022

There being no further business, the Chair closed the Parish Meeting at 20:30

Signed as a true record *Neal Yates* Date... *May 2022*
Neal Yates – Parish Chairman

Appendix 1 – Financial Report for February presented at the March 2022 Meeting




Camblesforth Parish Council		Presented at April 2022 Meeting For the Month of		Mar-22	
From:	Parish Clerk				
To:	Parish Councillors				
Box 1					
Community Account (666)					
Opening Balance as of end of Feb.22 (Statement No. 232)		£12,546.74			
Transactions in March 2022					
Debits					
	Cheque No.	Paid to	Reason	Amount	
04-Mar-22	775	A Crabbe - Salary for March 2022		£642.00	
07-Mar-22	778	English Marquee Company - deposit for hire to two marquees (paid prior to meeting as agreed by Cllr)		£832.80	#
14-Mar-22	776	GD Steel Belfast - Commemorative Bench for Queens Platinum Celebrations		£995.99	
15-Mar-22	777	Camblesforth Hall - monthly payment for meeting room		£25.00	
25-Mar-22	779	Andrew Crabbe - Salary for February 2022		£642.00	
25-Mar-22	782	Camblesforth Hall - monthly payment for meeting room (Jan.22)		£25.00	
25-Mar-22	784	H Collins - Singer for Queens Platinum Celebrations		£100.00	
28-Mar-22	780	Selby District Council - Payment for Lease of Land for Allotments		£90.00	
31-Mar-22		Bank Charges		£18.00	
Credits					
	Date of Credit	Reason	Amount		
	08-Mar-22	Transfer of £7,000 to support the Queens Platinum Celebrations as agreed by Cllrs at February 2022 Meeting	£7,000.00		
Summary =					
				Balance as of end of Feb.22 =	£12,546.74
				Total spend in Mar.22 (presented) =	£3,370.79
				Credit Received in Mar.22 =	£7,000.00
				Standing bank balance end of Mar.22 as per Bank Statement 233 =	£16,175.95
Box 3					
Cheques to be issued in April 2022 (to be approved by Cllrs)				Amount	
Andrew Crabbe - Salary for April 2022				£642.00	
Diane Westwood - Annual charge for siting of CCTV and power costs				£277.20	
Autela Payroll Services - Jan - Mar 2022: No.8379				£52.20	
Netwise UK - Upgrade for Website				£238.80	
D Marshall - Grasscutting - 1 Of 12 (Village) & 1 of 6 (Highway) - Invoice No.40				£420.00	
				Total cheques to be issued & approved at the Apr.22 Meeting =	£1,630.20
Box 5					
No.2 Account: High Interest Account (682)					
31st Jan.22	£17,459.65	No Change			
		£7,000.00 Transfer to Current Account			
		£8.19 Credit			
Balance as of 31st March 2022	£10,467.84				
Box 2					
Outstanding Cheques				Amount	
Netwise UK - annual payment for Website management and domain				£360.00	
Camblesforth Hall - monthly payment for meeting room (Feb-22) INV-39				£25.00	
Stephanie Coleman -reimbursement for raffle gifts purchased for Queens Platinum Cele				£30.10	
				Outstanding cheques to be cashed / presented =	£415.10
Box 4					
Summary of PC Accounts until end of April.22 (Actuals & Forecasts)					
No.1 Account: Community Account (666)					
a	(Actual) Bank Balance at end of Feb.22 (verified by Bank Stat 227) =			£12,546.74	
b	(Actual) Total Spend in Mar.22 (cashd) =			£3,370.79	
c	Uncashed Cheques (Actual)			£415.10	
d	New Cheques issued at Apr.22 meeting (Actual)			£1,630.20	
e	Forecast total spending for end of Mar.22 (which is box b, c and d added) =			£5,416.09	
f	Credit Payments made in Mar.22			£7,000.00	
g	Forecast of Balance for end of April.22 (which is box e deducted from box a, added to box f) =			£14,130.65	
Box 6					
Queens Jubilee Celebrations Budget (£7000 to be transferred from Reserve Budget & £1000 from Atkinson Fund)					
Gifts to Impress - Commemorative Teddy Bears				£743.26	
Gifts to Impress - Commemorative Coins				£474.92	
GD Steel Belfast - Commemorative Bench for Queens Platinum Celebrations				£995.99	
English Marquee Company - deposit for hire to two marquees				£832.80	
Raffle gifts (S Coleman -reimbursement)				£30.10	
				£3,077.07	
				100	
				£3,177.07	
Budget as agreed at January 2022 Parish Meeting				£8,000.00	
				Balance as of end of Feb.22 =	£5,785.83
				Balance as of end of Mar.22 =	£4,922.93
				Balance as of end of April.22 =	
				Balance as of end of May.22 =	
				Balance as of end of Jun.22 =	

Camblesforth Parish Council

Planning Application Report for the April 2022 Meeting

For full details of applications, use the public planning portal at SDC

<https://www.selby.gov.uk/view-applications-public-access>

Location & Applicant:	Planning Ref:	Proposal:	Observations / Comments:
19 Croftway, Camblesforth, Selby	2022/029 6/HPA	Erection of rear single storey flat roof extension (retrospective)	 <p>19 Croftway, Camblesforth, Selby P</p> <p>The Parish Council is not aware of any public or other consultee objections and therefore has no grounds to object to the application</p>
P3P Energy Management, Brigg Lane, Camblesforth	2022/035 8/FULM	Resubmission of planning application 2021/0120/FULM for the development of an existing horticultural facility for indoor farming and agri-tech, including the construction of 3 no. halls with associated process, service and administration buildings, landscaping, access improvements, an additional car park access and associated infrastructure following partial demolition of existing buildings.	 <p>P3P Planning Application (April 22).</p> <p>At this point Cllrs felt there was insufficient information available for them to make an informed decision and requested the Clerk obtain more information on the proposed size and purpose of the new sheds</p>
Brickyard Farm Lodge, Camblesforth Road, Selby	2022/028 4/PIP	Permission in principle for removal of existing dwelling replace with 3 bed bungalow and double garage LOCATION	 <p>Brickyard Farm Lodge Planning Appli</p> <p>At this point Cllrs felt there was insufficient information available for them to make an informed decision and requested the Clerk obtain more information on the purpose of the dwelling (residential or leisure) and any environmental impact</p>

	Budget Item	Agreed Budget for 2022/23
Admin	Annual Audit Fees	£600.00
	Stationary	£100.00
	Printing (Ink cartridges)	£105.00
	Insurance	£1,178.10
	Subscriptions	£0.00
	Hire of Rooms	£315.00
	Website and Domain Costs	£315.00
	Training	£0.00
	Postage	£105.00
	Equipment	£0.00
	Books	£0.00
	Bank Charges	£84.00
	Poppy Wreath	£31.50
	Elections	£0.00
	Payroll Admin	£105.00
	Mileage	£0.00
	Home Office Allowance	£0.00
	Clerks Salary	£7,704.00
	Play Areas	Playground Inspection
Grass cutting & Handyman duties		£7,500.00
Tree Management		£0.00
Misc.		£0.00
Playground Repairs		£1,000.00
Major Improvements		£0.00
Facilities	Street Light Maintenance	£0.00
	Street Light Replacement	£2,100.00
	Notice Boards	£0.00
	Maintenance of Seats	£0.00
	Annual Rent to Beauty Parlour for CCTV	£403.20
	Flower Baskets / Village improvement	£525.00
	Annual Lease to SDC for Allotment Land	£94.50
	Bus Shelter Maintenance	£0.00
	Salt Bins Maintenance	£0.00
	Electricity Costs (Street Lighting)	£1,530.00
	Christmas Activities	£210.00
Litter / Bins / Dog Bins	£0.00	
Grants	General Grants	£0.00
		£0.00
Items not budgeted		£0.00
		£0.00

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

16.1 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.

Summary Notes of the June 2022 (Ordinary) Parish Meeting

Date of Meeting Wednesday, 15th June 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. Cllr Denise Kempton
Parish Clerk Andrew Crabbe

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

Chair noted the apology for Cllr Ball..... Cllrs expressed their sincere condolences at the recent sad passing of Margaret, Cllr Ball's wife.

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

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 May 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 due to illness

5. Financial Report and Accounts (Clerk)

As a point of procedure, Clerk noted that the CiL payment had been received and duly recorded in the June Meeting Financial Report (which can be found as **Appendix 1.**).... Clerk continued that at future meetings, Cllrs needed to discuss how this was spent and a separate table on the monthly accounts would be created on the monthly report to account for this.

Clerk noted that the financial report for May and cheques to be approved in June had already been presented to Cllrs and Clerk asked if there were any questions from Cllrs. None were raised, however Cllrs briefly discussed the reserve account, following a recommendation by the Clerk in his Finance Officer's report (**Appendix 1b**) that this could be reduced further if Cllrs wished to use this to finance other projects – there was an expectation from audit that Parish Councils should not sit on high reserves as this was public money and should be spent on the community. Cllr Wild expressed concern that reducing the reserve would potentially mean the Parish Council could not meet any emergency situations.

Ongoing As the reserve account was not listed for discussion on the agenda, it was agreed to defer a formal discussion on the matter until the July meeting.

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

6. Any correspondence requiring discussion. (Clerk)

Clerk raised issue of lack of contact from a tenant of the allotments who had not yet paid the tenancy rent.

Resolved Cllrs unanimously agreed to end the tenancy and advertise for a new plot owner. Clerk to action and update Cllrs as and when.

7. Planning applications (Clerk / all)

Clerk advised there were no new applications however following on from the May meeting at which an amended application for the 45-Social Housing had been received, as instructed by Cllrs, he had contacted Wakefield Housing / Hooper Homes (the developer) and requested they attend a parish meeting in the future – although they had responded too late for the June meeting, Hooper Homes had confirmed they would like to attend and speak to Cllrs. Cllrs agreed this visited needed to be posted appropriately as there was likely to be a lot of interest from residents who would possibly wish to attend the meeting and hear what was being said.

Cllr Falcus asked if residents could be invited to send in questions if they were unable to attend the meeting in July..... Cllrs agreed this was a good idea and the Clerk was asked to include this in the notice of the meeting

Ongoing Arrangements for attendance to be confirmed

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

Ongoing Matters

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

Resolved Cllrs agreed the AGAR (External Audit) for the Parish Council. Clerk noted the accounts had been previously signed off by Cllrs and subsequently posted on the website. The Clerk would now issue the statutory right of inspection notice

8.2 Final update / debrief on Queens Platinum Celebrations (Cllr Coleman)

Cllr Coleman made a final report to Cllrs on the Queens Platinum Gala day –

- Despite the bad weather on the day, the event had gone brilliantly, was really well attended and everyone seemed to have a great day.... Since the event there had been lots of positive feedback from villagers, both verbally and on social media
- Although it was never intended, the Gala Committee had raised £1100 selling raffle tickets and cakes, sweets etc and it had been decided that the Committee would continue and look into the possibility of future events.... a follow up meeting was planned at the end of June.
- Cllrs also note an underspend in the budget allocated by the Parish Council
- Cllr Coleman advised constructive feed-back on the event would be useful – Cllrs felt the overwhelming feedback was very positive but agreed that the price of some of the stalls was very high... the Committee had no control over this, and the agreement was reached they would turn up free of charge but charge the public.

Cllrs expressed their thanks and 'well done' to all the volunteers / the Gala Committee for putting together such a wonderful event for the village – there had been a lot of hard work carried out and a great community spirit had come out of the day. Cllrs also agreed that a formal letter of thanks should be sent to Naomi and Bryon for all their help and allowing the Hall to be used for the event.

Cllrs were disappointed that (although only coming from one or two people), there had been questions if the Hall had benefited financially from the event. Cllrs felt that this was wholly uncalled for, and the Hall and grounds had been used free of charge... it was agreed that this point was made clear on social media.

8.3 Update on storage options for Parish Council equipment (Cllr Boyes)

Cllr Boyes asked Cllrs to revisit the issue of the storage of increasing equipment / property of the Parish Council – this had become even more pressing since the Gala event with the gazebos, and various paraphilia being added to the list – at the moment this was being stored by Naomi, but this was only a temporary thing

Clerk reminded Cllrs that this increasing list of equipment / property meant the need for an asset register.

Clerk referred Cllrs to the benchmarking carried out on costs of a shipping container as a storage option, and that all the quotes received were in the region of £2.5k..... Cllr Wild advised there was a possible option regarding storage on his farm, although there would be a need to erect structure inside the barn to keep the equipment clean and free from rodent damage, which would incur costs

Ongoing Cllrs agreed to finalise and compare costs for the various options, and therefore defer the matter until next month at which time a final decision would be made on this.

New Matters

8.4 Cllrs to review arrangements for the Edward Atkinson Fund (All)

Clerk advised that he had been unable to find any further information on the account as the Yorkshire Bank had now closed down in Selby - the nearest branch was in Hessle and they had advised the Parish Council had to contact the bank by post with an explanatory letter and request a copy of the mandate

Ongoing Clerk confirmed this was already actioned and requested the matter deferred to July meeting

8.6 Cllrs to consider land for sale off the A1041 just past the council houses (Cllr Boyes)

Cllr Boyes asked if any Cllrs had information on what this land would be used for. A short discussion took place and in summary it was a case of waiting for the land to be sold and see what the new owners wished to do with it – it was presumed the land is currently owned by a bank.

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

Chair raised issue of the state of the village (name) signs and planting boxes – these were in a poor condition and Cllr Yates suggested some good quality artificial plants might be a long-term answer – these were relatively cheap and easily maintained compared with real planting.

Ongoing Cllrs agreed that the Clerk should provide costings for this and also speak to Dave Marshall and ask for a quote for cleaning of both signs / areas.... Matter deferred to July meeting.

There being no further business, the Chair closed the Parish Meeting at 8.15pm

Date of next meeting 20th July next meeting

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

Neal Yates – Parish Chairman

Appendix 1 – Financial Report for May 2022 presented at the June 2022 Meeting

Box 1				
Community Account (666)				
Opening Balance as of end of Apr.22 (Statements No. 235 & 236)				£25,887.78
Transactions in April 2022				
Debits				
	Cheque No.	Paid to	Reason	Amount
04-May-22	788	Netwise UK - New Domain		£18.00
04-May-22	789	Netwise UK - Upgrade for Website		£238.80
10-May-22	787	Diane Westwood - Annual charge for siting of CCTV and power costs		£277.20
12-May	Direct Debt -	YU Energy - Standing Charges for street lighting		£20.49
12-May-22	Direct Debt -	YU Energy - Electricity Charges for street lighting		£125.23
20-May-22	786	Autela Payroll Services - Jan - Mar 2022: No.8379		£52.20
27-May-22	807	Stephanie Coleman - Reimbursement for Gazebos for the Queens Celebrations		£149.94
27-May-22	809	Stephanie Coleman - Reimbursement for expenses for the Queens Celebrations		£250.00
30-May-22	800	Neal Yates - Rembursement for various items relating to the Queens Celebrations - see email of 10th May		£175.94
30-May-22	810	Neal Yates - Reimbursement for flags for Quees Celebrations		£17.38
01-Jun	793	Andrew Crabbe - Salary for May 2022		£642.00
01-Jun	796	Andrew Crabbe - Reimbursement for 2 new keys for allotments		£16.00
01-Jun	797	Andrew Crabbe - Rembursement for new stationary - 2xreams of printer paper and two folders		£9.25
01-Jun	798	Andrew Crabbe - Rembursement for Postage Stamps		£65.20
01-Jun	804	Andrew Crabbe - Reimbursement for Ukrainian Flag		£30.00
01-Jun	805	Andrew Crabbe - Reimbursement for Union Flag		£18.49
Credits				
Date of Credit	Reason			Amount
16-May-22	Selby District Council - CIL Payment for Development on Croft Road			£7,961.38
16-May-22	North Yorkshire County Council - Contription towards Highways Cut			£230.85
26-May-22	Payments received for the allotment rents			£188.50
Summary =				
Bank Balance as of end of Apr.22 =				£25,887.78
Total spend in May.22 (presented) =				£2,106.12
Credit Received in May.22 =				£8,380.73
Standing bank balance end of May.22 as per Bank Statement 236 =				£32,162.39
Box 3				
Cheques to be issued in June 2022 (to be approved by Cllrs)				Amount
Andrew Crabbe - reimbursement for cash payment to Cllr S Coleman following incorrect cheque issued at May 22 Meeting				£270.00
Harry Collins - payment for singing at the Camplesforth Gala				£250.00
Andrew Crabbe - Salary for June 2022				£642.00
Rackham Accountants - Internal Audit for Account 2021-22				£390.00
Dave Marshall - agreed work for allotment clearance - 5 hours work at £20 ph - Invoice no. 1001				£100.00
Dave Marshall - Grasscutting 4 of 12 (Village) and 4 of Allotments - Invoice No.1002				£520.00
Dave Marshall - agreed work for work in park - weed removal, laying of weed surpressant and gravel and cut back hedge - Invoice No. 1003				£360.00
Dave Marshall - Grasscutting 5 of 12 (Village) - Invoice No.1004				£300.00
Dave Marshall - Grass Cutting 4 of 6 (Highways) and 3 of 6 (Allotments) - Invoice No.1005				£220.00
Total cheques to be issued & approved at the June.22 Meeting =				£3,052.00

Box 2	
Outstanding Cheques	Amount
Stephanie Coleman -reimbursement for raffle gifts purchased for Queens Celebrations	£30.10
Neil Halley - Falconery Display for Queens Celebrations	£150.00
Camplesforth Hall - Rental of Barn for Parish Meetings x 2 months (March and April 202	£50.00
English Marquee Company - Balance payment for the Marquee for the Queens Celebra	£1,667.20
Dave Marshall - Grasscutting 2 of 12 (Village) and 1 of Allotments - Invoice No.41	£380.00
Dave Marshall - Grasscutting 3 of 12 (Village) and 2 of 6 (Highways) - Invoice No.42	£420.00
Stephanie Coleman - Reimbursement for various items for Queens Celebrations - see e	£68.78
Outstanding cheques to be cashed / presented =	£2,766.08
Box 4	
Summary of PC Accounts until end of Jun.22 (Actuals & Forecasts)	
No.1 Account: Community Account (666)	
a (Actual) Bank Balance at end of Apr.22 (verified by Bank Stat 235) =	£25,887.78
b (Actual) Total Spend in May.22 (cashd) =	£2,106.12
c Uncashed Cheques (Actual)	£2,766.08
d New Cheques issued at Jun.22 meeting (Actual)	£3,052.00
e Forecast total spending for end of Jun.22 (which is box b, c and d added) =	£7,924.20
f Credit Payments made in May.22	£8,380.73
Forecast of Bank Balance for end of Jun.22 (which is box e deducted from box a, added to box f) =	£26,344.31
g	
Box 6	
Queens Jubilee Celebrations Budget (£7000 to be transferred from Reserve Budget & £1000 from Atkinson Fund)	
Gifts to Impress - Commemorative Teddy Bears	£743.26
Gifts to Impress - Commemorative Coins	£474.92
GD Steel Belfast - Comemorative Bench for Queens Platinum Celebrations	£995.99
English Marquee Company - deposit for hire to two marquees	£832.80
Raffle gifts (S Coleman -reimbursement)	£30.10
English Marquee Company - balance for hire of marquee	£1,667.20
Portaloos for Event	£270.00
Various items for Event (Reimbursement to N Yates)	£175.54
Falcon Display for Event	£150.00
Various items for Queens Celebrations - see email of 24th May (Reimburse S Coleman)	£68.78
Gazebos for the Queens Celebrations (Reimburse to S Coleman)	£149.94
Various Items for the Queens Celebrations (Reimburse S Coleman)	£250.00
Various items relating to the Queens Celebrations - see email of 10th May (Reimburse	£175.94
Flags for Quees Celebrations (Neal Yates)	£17.38
Harry Collins - singer for Gala	£300.00
	£6,301.85
Underspend =	£1,698.15

Financial Officer's Report for the June Meeting

The month of April ended with a bank balance of £25,887. As you can see on box 1, May was a month of considerable spend totalling £2,016, however there were a number of credits received, namely the CiL payment of £7,961.... this amount will have to be detailed separately on future financial reports and Cllrs should start to give some thought to what this money should be spent on. Taking into account all our outstanding liabilities (new cheques in June and uncashed cheques from last month) our forecast balance for the end of the month is £26,344 and in summary we remain in an excellent financial position. This has to be tempered with fact, £7,961 of our balance is from the CiL payment which must be spent and also £1,698 of the figure is due to the underspend on the Queen's Platinum project. My advice remains that there is a need to be cautious as we ended the previous financial year with the lowest surplus in the past six-years.

Cheques for Approval

As usual, Cllrs should consider and approve the cheques listed in box 3. The reimbursement to myself of £270 was due to an error on the cheque for portaloos issued to Cllr Coleman at the May meeting. Also I expect an invoice from Dave Marshall who to-date has not submitted one - having spoken to him he advises this will be sent over as he has forgotten to post this. Subject to Cllr approval a further report will be submitted.

Queens Platinum Budget

The budget is shown as box 6 - following the approval of the cheque for Harry Collins in the June cheque run, I understand there are no further payments due and therefore the budget stands at an underspend of £1,698. Cllrs will need to consider if this should be absorbed back into the main budget or earmarked separately for another project.

Reserve Account

As you can see from box 5 the Reserve Account stands unchanged at £10,647 following the transfer of £7,000 to fund the Queens Jubilee. I would not advise that the surplus referred to above is returned to the reserve account and instead is used for the benefit of the community. Indeed, my advice remains there is scope for a further lowering of the reserve to facilitate projects in the village if Cllrs wish to do this.

Camblesforth Parish Council

Looking after your village, together

Parish Chairman: Neal Yates

Parish Deputy Chair: Stephanie Coleman

Date of Meeting Wednesday, 20th July 2022

Time of Meeting 1830

IN ATTENDANCE:

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

Parish Clerk Andrew Crabbe

Chair noted that the planned visit of Wakefield Housing Trust and Hooper Homes had been cancelled the previous night due to (unadvised) changes to the planning application – however Mathew Brown, an Officer from Selby District Council had agreed to still attend to discuss affordable housing policy and arrangements – Mr Brown was welcomed by the Chair and the notes of the subsequent discussion can be found as **Appendix 1** to these minutes

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

Chair noted the apology of Cllr Wild and also that of District Cllr Jordan

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 that she was the neighbour of one of the planning applications for discussion. Clerk advised as this was not a pecuniary interest the Chair had discretion to grant a dispensation and allow Cllr Coleman to stay during the discussion

Resolved Chair advised a dispensation for Cllr Coleman but not to be involved in any vote. 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 June 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)

Chair acknowledged attendance of number of residents however no issues were raised by them

Chair noted that District Cllr Jordan had sent in his apologies due to work commitments.

5. Financial Report and Accounts (Clerk)

The financial report for June 2022 and cheques to be approved in July 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 2**. Clerk also made usual Financial Officers Report which can be found as **Appendix 2a**

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

Cllr Coleman asked if it would be possible for the funds raised at the recent gala (separate to the PC spending / budget) to be managed by the Parish Council on behalf of the Gala Social Committee, and shown on the monthly report. It was proposed that the Social Committee would determine how to spend this money in the future, but Cllr Coleman felt it as important the monies were transparent and managed in an appropriate way. Clerk advised as long as Cllrs approved of the proposal and the Social Committee were also in agreement, he could not see any problem with this.

Resolved Although not Parish Council money / matter, Cllrs agreed that the money could be deposited in the main Parish Council account and listed separately on the monthly report.

6. Any correspondence requiring discussion. (Clerk)

Resolved No correspondence was noted which had not been dealt with

7. Planning applications (Clerk / all)

Resolved Cllrs agreed to the observations listed on the planning application Report for July, which can be found as *Appendix 3*

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

Ongoing Matters

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

Cllrs referred to a comparison of prices based on renting a barn against purchasing a shipping container. After discussion Cllrs agreed that the option of the container would be most feasible.

Ongoing Clerk instructed to obtain up to date quotes on containers previous quoted on and also speak to Cllr Wild to ask if he would look at any potential purchase and advise if the container was suitable.

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

Clerk advised that he had identified that two previous Cllrs were signatories to the account and the bank had advised a new mandate was required to make any changes. Cllrs agreed this was necessary as the account needed updating and options such as transferring the funds to the same bank as the Parish Council should be explored. However, Cllrs agreed that such options needed the involvement of Cllr Wild as the longest serving Councillor on the Parish Council and the most experienced / knowledgeable concerning the Atkinson Fund.

Ongoing Cllrs agreed to the Clerk submitting a request for a new mandate with the signatures of the Chair and Deputy Chair and if possible, the signature of a previous authorised person. Also, to defer any possible changes to the banking of the Fund to the August meeting.

New Matters

16.3 Cllrs to , recent anti-social behaviour in the park and CCTV (All)

Cllrs discussed various options for tackling anti-social behaviour and vandalism in the park, including (volunteer) Park Wardens supplied with body cameras.... however, Cllrs felt that the potential risk to such Park Wardens was a factor and in the immediate term, Cllrs agreed that the Parish Council needed to put pressure on the police to become more proactive and involved in combating the poor behaviour of a few youths.

Clerk confirmed that he had been speaking to an Officer at Selby District Council who worked closely with the police via the Community Hub. She had advised that following the reporting of the recent issues by the Parish Council she had spoken to the police who had sent a PCSO to the village to inspect the park. Amongst a number of things, the PCSO had identified the fence had been vandalised with slats removed allowing access to the park from people's gardens. The Officer had also promised to ask the PCSO to contact the Parish Council and possibly arrange for attending a future Meeting.

Resolved Clerk to obtain quote for repairing the fence.

Ongoing Clerk to advise Cllrs when the PCSO contacts him and arrange for attendance at future meeting

Cllrs also agreed to increase the data / memory capacity of the CCTV to allow them to go further back on recordings to identify any potential criminal behaviour... in addition Cllr Falcus advised he would be happy to act as back-up for Chair in having the data on his device.

Resolved: Clerk to order upgrade and arrange for Cllr Falcus to have access to the data.

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

Cllrs discussed various projects for the recent awarding of CiL money and agreed a draft project plan should be created by the Clerk based on the suggested ideas tabled by Cllrs including :

- electronic speed signs
- skate ramps / park
- exercise / running track around the park
- more adult exercise equipment
- replacement of playground surface
- iron decorative fencing for the Memorial Garden

Ongoing Cllrs agreed to use the above as an initial project plan and develop this over the next few months (costing and feasibility)

16.4 Cllrs to discuss Kyme Homes, small development on Mill Lane (Road Damage and congestion)

Chair advised Cllrs that a number of residents in the Mill Lane area had raised complaints relating to the housing development here, namely:

- Damage to the road by large vehicles accessing or based on the site – a pothole caused by the vehicles had been filled the hole with concrete and not tarmac
- Deliveries being made and the site not expecting them meaning the delivery vehicles were left parked on Mill Lane causing congestion and parking issue
- Due to the issues residents were being asked to move their vehicles to accommodate.

Resolved Clerk was instructed to write to the developer and request that designated times for deliveries were arranged; for the general highways issues to be tackled and for the site to become more resident aware / friendly.

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

None were raised by Cllrs.

Date of next meeting Wednesday – 17th August 2022

There being no further business, the Chair closed the Parish Meeting at 2055

Signed as a true record... *Neal Yates*

Neal Yates – Parish Chairman

Date... *August 2022*

Appendix 1

Summary Notes of Visit from Selby District Council Officer, Mr Matthew Brown

Matthew Brown (MB) from Selby District Council was welcomed to the Meeting by the Chair and asked to introduce himself to Cllrs and residents in attendance.

MB advised that his role was not in Planning as such, and he was a 'Rural Housing Enabler' which meant his role was to deliver affordable housing in rural areas.... The Selby area was unique as it was predominately rural except for Selby town, Tadcaster and Sherburn.... He was attending tonight's meeting to explain about rural affordable housing strategy in general, and to listen to concerns from residents and finally to hopefully reassure that affordable housing was about finding ways to let people who live in the area find affordable housing and stay in the area

MB continued that although he was not there to specifically talk about the proposed 45 house affordable housing development in Camblesforth, he understood there was local concerns with regard to the development due to a rumour the housing trust concerned might be bringing in 'problem tenants' from other areas. This would not be the case as the Local Housing Initiative meant that first call is to allow local people to apply for the new housing.

His role was to recommend to the Local Authority if an affordable housing development was suitable for a village – he did this by matching SDC policy criteria for such schemes and sometimes a development did not meet this criteria and therefore he did not recommend (the development) .

Chair opened the meeting to residents / Cllrs and the following are summaries of concerns and responses which took place:

MB was asked what would the development do for Camblesforth – it was a 'sizeable development' and many residents were struggling to see how this would benefit the village – MB replied that it was going to help people stay in the village and not move away – young people looking for their first step on the housing ladder – MB repeated that local people would be allocated housing in the first instance. It was his understanding that there were 20 Camblesforth residents currently on the Housing Register and it was these people who would get the first opportunity to apply for the affordable housing. In summary, MB advised that he was confident that at least 75% of the new homes on the development should go to people who already live in the village.

MB has subsequently provided the following information around Camblesforth residents on the housing need register.

Area	One bed	Two bed	Three Bed	Total
Camblesforth	13	4	3	20

Concerns were expressed that this meant at the very least, 25% of the new homes would go to people from outside of the village but also Cllrs / residents questioned if there were indeed that many people in the village wanting new housing and views were expressed that experience has shown that in similar affordable housing developments in Selby most of the new residents came from outside of the area.

MB was asked why was Wakefield Housing interested in Camblesforth / Selby – it was out of their geographical area – MB replied that as a Housing Trust, they could purchase land anywhere. MB continued that the Trust already held housing stock in the Selby District, including Selby itself, Riccall and Flaxley road near Cawood.

MB was asked what was the difference between affordable and social housing.... MB replied “nothing really, except in terms of rent percentage paid”... MB continued that (rural) affordable housing could not be purchased to 100% due to being classified as an Designated Rural Area and if the occupier wished to move in future years, they would have to sell the property back to the Housing Association in perpetuity via the legal agreement S106. .

MB was asked when originally passed in 2016, the affordable housing allocation was 40% now it is 100%, why was this the case.... MB replied he was not able to answer this as this was a planning matter.

A resident commented that the development was ‘not in keeping with the area’..... many of the residents had been there for more than 60 years and the new development would ‘disturb their peace and quiet’..... the types of new houses in the development would overlook existing properties and “will have trampolines, music blaring out and footballs banging against fences”..... this was unfair to the existing residents.

A resident commented that “the access road is a licence to kill”..... another resident expressed concern that “every bit of land was being sold off” in the village and was unsure how 45 houses would fit into the area identified. In addition, local infrastructure would not be able to sustain such a large development with many residents already having problems with the sewage system. MB advised he could not comment on these as they were planning matters, but that residents should ensure these views were expressed to SDC planning. But other consultees such as NYCC Highways, Police, Yorkshire Water input relating to their relevant areas.

Chair (Cllr Yates) advised that whilst he understood what MB had said, he personally felt that there was no benefit to the community as a whole and he can understand why so many people are upset.... Cllr Yates felt the development would soon become a ‘problem estate’ - his experience is that such housing developments can soon deteriorate and as Chair to the Parish Council he did not want this happening in Camblesforth, adding to the existing problems such as anti-social behaviour in the village

Cllr Coleman agreed and in addition, she was concerned about the impact on the school – and that it simply won’t be able to cope with the volume of new pupils such a large development would bring

In summary MB advised that he would be recommending the development as it met the criteria policy of Selby District Council..... there was no family affordable housing in Camblesforth at the moment and he felt existing residents would benefit from the new housing by having first opportunity to take one of the new homes.

It was confirmed that although MB was recommending the development, he was not the decision maker and his report would be taken into consideration along with all other representation (either supporting or objecting) by SDC Planning – MB also commented saying that he assumed the application would go to Planning Committee as the Parish Council had requested, where County Councillors would consider all arguments. In this context, Parish Cllrs agreed that it was important that residents submitted their views to Selby District Council, either in writing or via the Planning Portal.

Headlines

The month of May ended with a bank balance of £32,162 (Box 1) and after our spending in June the bank balance stands at £26,282. Taking into account all our outstanding liabilities (new cheques in July and uncashed cheques from last month) our forecast balance for the end of the month is £21,174 (Box 3). However, it is worth pointing out that the CiL amount is included in this figure so our true balance for our cost-of-living budget is actually £13,123.

The figure also includes the sum of £1,698 underspend from the Queens Gala Budget - at this point I would recommend this is absorbed into the main account and my advice remains that there is a need to be cautious as we ended the previous financial year with the lowest surplus in the past six years.

With regard to the CiL payment, as previously mentioned we need to list this spending separately so is now covered in Box 5 and Cllrs will need to decide how to spend this money in the months going forward.

Cheques for Approval in July 22

As usual, Cllrs should consider and approve the cheques listed in box 4.

In addition, Cllrs will discuss a payment for extra CCTV storage data at the July meeting - if the decision is to purchase additional data, I would recommend this cost is taken from the reserve as this payment is not budgeted for and could further weaken our financial position.

Reserve Account



Shown in Box 6 there is a interest payment of £9.03 leaving the balance at the end of June of £10,476

Appendix 3

Planning Application Report for the July 2022 Meeting

For full details of applications, use the public planning portal at SDC

<https://www.selby.gov.uk/view-applications-public-access>

Location & Applicant:	Planning Ref:	Observations / Comments:	Observations
Stockhill House, Selby Road, Camblesforth	2022/0122/FUL	Conversion of 2 No barns into 2 No 3 bedroom dwellings with detached quadruple garage and erection of oak frame porch to existing farmhouse and erection of detached double garage for the existing dwelling	 <p>Stockhill House, Selby Road, Camblesforth</p> <p>Cllrs raised concerns with regard to the proposed application, mainly around Highway concerns which would be aggravated by the increased number of residents using this access.</p> <p>The property was on the junction onto Selby Road and the junction had a history of accidents / near misses due to parking close to the junction In addition, Cllrs expressed concern over privacy issues for neighbours resulting from the development overlooking existing properties</p>
Applications Decided (Refusal / Granted)			
Land North and South of, Camelana Lane, Camblesforth	2021/0788/EIA	Development of a ground-mounted solar farm including associated infrastructure	<p>GRANTED – see attached for details of decision</p>  <p>DN 2021 0788 EIA - Land North and South</p>

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. Residents needed to make sure that the Parish Council was aware of any opposition to the solar farm.
- **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 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 - Reimbursement for payment of Painting of playground - see emails	£794.00
Andrew Crabbe - Salary for August 2022	£642.00
Andrew Crabbe - reimbursement 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

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
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

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

**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

Looking after your village, together

Parish Chairman: Neal Yates

Parish Deputy Chair:

Date of Meeting Wednesday, 28th September 2022

Time of Meeting 1900

IN ATTENDANCE:

Parish Cllrs Cllr Neal Yates (Chair); Cllr Stephanie Coleman (Deputy Chair); Cllr Denise Kempton; Cllr Neil Ball; Cllr Joyce Boyes; Cllr Kevin Wild.

Parish Clerk Andrew Crabbe

Attendance of Phillip Elbourne of P3P to sign and witness the Deed of Gift to Camblesforth

Chair (Neal Yates) noted and welcomed the attendance of Mr Elbourne who had brought the Deed of Gift, which outlined a gift of £75,000 to be granted to the Parish Council for spending on community projects in the village.

The Deed was duly signed by Mr Elbourne and witnessed by the Chair, who thanked Mr Elbourne on behalf of the Parish Council and residents of Camblesforth.

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

Chair noted the apology of Cllr Falcus

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 August 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 August 2022 and cheques to be approved in September 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 September meeting were approved by Cllrs and duly processed.

4.1 Annual Return (AGAR Audit for 2021/22)

Clerk advised that he had received notification from the external auditors that all was well with the accounts except for the fact the Parish Council was still missing a assets register. Clerk continued that this matter needed dealing with urgently now and certainly before the next external audit of 2022/23

Ongoing Cllrs noted that the Clerk had obtained a boundary map of the Parish and this could be used to identify land assets and then the Clerk would verify this with Land Registry. Alongside this the Clerk would collate a list of equipment and materials owned by the Parish Council.

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

District Cllr Mike Jordan addressed the meeting and a summary of comments are as follows:

5.1 Cllr Jordan advised that his Locality budget was now available and the total amount was £3,500

5.2 Cllr Jordan advised that Helios who were planning the large solar farm on the outskirts of Camblesforth were attending the SDC Planning Committee on Wednesday 5th October. Although this was not a public meeting as such and residents could not speak, he advised anyone who had an interest in this matter to attend the meeting and listen to what was said. Cllr Jordan also noted that any final decision regarding the solar farm would not be made by SDC or even NYCC, but the Government.

5.3 Finally Cllr Jordan advised the meeting of forthcoming changes to arrangements for waste collection in light of the new Authority and disbanding of the District Councils. At the moment each district council dealt with arrangements differently and some were charging for green waste collection. The forthcoming discussions were aimed at harmonising waste arrangements and rates across NYCC.

5.4 A member of the public asked the Chair if a statement could be read out by local group HALT which had been formed to oppose the planned solar power farm by Helios on the outskirts of Camblesforth. The statement was read out by the representative which gave grounds for opposing the solar farm including the groups belief that agricultural land would be lost, the development would destroy the rural setting and turn the area into an industrial site and also that the whole project was too large for the area.

5.5 Chair noted these comments and confirmed that as and when Helios submitted plans for the farm, they would be invited to attend a Parish Meeting and speak to Cllrs. When the application had been received the Parish Council would listen to all arguments and decide if to support, oppose or remain neutral in the matter, however it was noted that there had been no objections had been received for the solar farm on Camela Lane and that is why the Parish Council supported this application. It was important that if residents wished the Parish Council to vote a specific way, then they needed to advise Cllrs, preferably in writing.

5.6 A member of the public asked the Chair if a statement could be read out from a group called SAFE who were in opposition to a planning application for Honeypot Farm. Cllrs heard that there were currently five separate applications for this property / land and the latest was for a change in use of land to equestrian and identified amendments required to be carried out. Cllrs heard concerns that work had commenced on the site prior to the application and was ongoing. There had also been an alleged failure by Selby District Council to consult on previous applications which were now subject of a corporate complaint.

6 Any correspondence requiring discussion. (Clerk)

Clerk noted that the Parish Council had received confirmation that they had been successful in receiving a grant from Cllr Jordan's Community Grant to help with improvements to the Memorial Garden. Chair thanked Cllr Jordan for this grant and the Clerk asked if Cllr Jordan would chase up the confirmation letter from SDC

Clerk confirmed he had spoken with Drax Power Station with regard to a resident's questions over cutting of trees and hedges on the A645 – Drax confirmed that they had cut back the trees once this year, however would not touch the trees overlooking the houses on the road as these trees / land belonged to NYCC. Cllrs expressed frustration at this as it was understood that following lengthy correspondence and discussion in 2020/21, Drax had agreed to cut all the greenery on the A645. Cllr Coleman recalled that this was

communicated to her at a liaison meeting in 2021 and she would find the notes of this meeting and forward to Cllrs.

Ongoing Matter to be deferred to October meeting pending Cllr Coleman's actions as above.

Clerk continued that he had also spoken to Drax following Cllr Wilds instructions concerning two parcels of woodland at the Carlton roundabout owned by the Parish Council, but which Cllr Wild had heard Drax had laid claim to. Clerk confirmed that the representative of Drax had advised that this was not the case.

Ongoing Cllrs agreed that linked to the asset register item (see Financial Matter) clear listing and proof of ownership of land needed to be urgently actioned.

7. Planning applications (Clerk / all)

2022/0887/DOC and 2022/0888/S73

Honeypot Farm

Resolved Following on from discussions from SAFE during the public session earlier in the meeting, Cllrs discussed and agreed an observation to be submitted to SDC and the Clerk was instructed to action immediately. The agreed observation, which strongly objected to the application was unanimously agreed by Cllrs who shared concerns of the SAFE group with regard to the application. The observation can be found as **Appendix 2**

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)

Clerk advised that the Company providing the container were waiting for the payment of the invoice and would then proceed once received. It was noted that the cheque was listed for approval that evening.

Ongoing As above.

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

Chair advised that the agreed letter authorising transfer of monies held in the Atkinson Fund, was still outstanding as work commitments were delaying him speaking to one of the signatories – Chair continued that he would try and sort this out within the next few weeks.

Ongoing As above

8.3 Update on ideas / projects for the CiL award (All)

No further ideas were submitted by Cllrs however the Clerk was asked to chase up the quote for the patching of the playground tarmac which had broken away in places.

Ongoing In light of a number of receipts of money to the Parish Council Cllrs agreed to continue to discuss projects for future community grant spending at forthcoming meetings

New Matters

8.4 Cllrs to discuss concerns for the state of the 'ginnel' between Pinewood and Millfield Drive (All)

Cllrs noted this was privately owned by an external company and that the Parish Council had previously spent considerable sums of money annually to keep the ginnet tidy and maintained, however Cllrs had subsequently decided this was not an appropriate use of Parish Council funds in light of the land been owned privately. Clerk recommended to Cllrs that the Parish Council should not overturn this decision and that the matter was instead referred to SDC Enforcement for them to take up with the owners of the land.

Resolved Cllrs unanimously agreed to the the recommendation and instructed the Clerk to proceed.

8.5 Cllrs to discuss any projects for 2023 which may impact on the precept demand (All)

Clerk referred Cllrs to his financial report and the recommendation that despite heavy spending by the Parish Council, at this point he did not envisage a need to increase the precept for 'cost-of-living' spending and any projects could be funded through the various grants and gifts the Parish Council had received.

Ongoing Item to be continued to be discussed by Cllrs at meetings in October – January, at which time a final decision with regard to the precept demand would be made.

8.6 Cllrs to discuss improvements to the Memorial Garden (All)

Cllrs noted that the Parish Council had been successful in its application for funds from Cllr Jordan's Community Fund which would be used to pay for replacement path edging in the Memorial Garden. Clerk was asked to check if the replacement edging would be stone or wood.

8.6.1 Cllrs noted that the commemorative bench for the Queens platinum had not been installed yet. Chair suggested that an older bench should be removed and repaired and placed elsewhere in the garden and the new bench should be placed in its location

Ongoing Cllrs Wild and Yates to arrange for the bench to be installed.

8.6.2 Cllrs noted the suggestion that a flagpole be installed in the Memorial Garden and agreed in principle to this although concerns were expressed regarding the potential for vandalism or even theft of any pole. With this in mind Cllrs discussed if an adapted pole could be used preventing vandalism such as cutting the rope as had been experienced with other organisations

Ongoing Cllrs Wild and Yates to look into this.

Cllrs also discussed if there could be anything done to improve the look of the scaffolding which was now a permanent feature of the garden

8.6.3 Cllrs approved the purchase of a annual poppy wreath and the Clerk was asked to action accordingly

Resolved As above

8.7 Cllrs to discuss enhanced Christmas lighting displays (Cllr Kempton)

Cllr Kempton asked Cllrs if they would consider a further display which cost £71.99..... Cllrs unanimously approved this and instructed the Clerk to action

Resolved As above

8.8 Cllrs to discuss winter bedding (Cllr Kempton)

Cllrs discussed winter bedding for the village and that it was understood that Adams Nurseries would plant the two tower planters with winter bedding as part of the arrangement with the Parish Council. Cllrs also noted that the installation of a plaque for the planters was still outstanding.

Ongoing Clerk to contact Adams Nurseries and discuss above.

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

Chair noted that a number of streetlights were not working and asked the Clerk if these could be reported Lights between 26 & 27 Oakland Crescent
Light next to 64 Brigg Lane.

No other matters being raised the Chair closed the meeting at 8.40pm

Date of next meeting 19th October 2022

Signed as a true record...

Neal Yates – Parish Chairman

Date...

Appendix 1a Financial Officers Report for August 2022

Headlines

At the end of July, our bank balance was £24,030 and at the end of August the bank balance had reduced to £18,850. Taking into account all liabilities, our forecast balance for the end of September is £12,587. Cllrs also need to be aware that £7,961 of the balance is the CiL money, and therefore our actual available funds for cost of living spending is £4,626, the lowest ever balance in my tenure as Parish Clerk.

We are of course expecting the second precept instalment shortly, so, despite continued high spending and the lowest balance the Parish Council has had for a number of years, there are no serious concerns for the finances.

Cheques to be approved at the September 2022 Meeting

The big spend for September is obviously the purchase of the container for storage of Parish Council assets and bearing in mind the situation noted above, it remains my recommendation this spending is covered by transferring money from the reserve account.

With the exception of the purchase of the container, all the spending is budgeted and in accordance with forecasts.

Reserve Account

Remains at £10,476.

Summary

At this stage I still do not consider there is a need to recommend an increase in the precept for the cost-of-living expenditure in 2022/23 and that any shortfall could be met from the Reserve Account. It would be reasonable to suggest any projects could be covered by the expected grants (CiL money, Cllr Jordans Community Fund and the Gift Deed from P3P).

Camblesforth Parish Council

Presented at the September 2022 Meeting For the Month of **Sep-22**

From: Parish Clerk
To: Parish Councillors

Box 1

Community Account (666)				
Opening Balance as of end of Jul.22 (Statements No. 239)			£24,030.04	
Transactions in Aug.22			Aug	
Debits				
	Cheque No.	Paid to	Reason	Amount
05-Aug-22	Direct Debit	YU Energy - Standing Charge		£21.15
05-Aug-22	Direct Debit	YU Energy - Electricity for Street Lighting		£108.40
01-Aug-22	823	Ryther Alarms - 1 X 12 MONTH CCTV SERVICE AGREEMENT (APRIL 2022 – APRIL 2023).		£384.00
05-Aug-22	826	Selby District Council - New Bins for Village		480.44
05-Aug-22	829	Adams Nuseries - New Flower Baskets for Vilage		£1,800.00
22-Aug-22	832	Andrew Crabbe - Reimbursement for payment of Painting of playground - see emails		£794.00
22-Aug-22	833	Andrew Crabbe - Salary for August 2022		£642.00
22-Aug-22	834	Andrew Crabbe - reimbursement for printer ink		£54.95
31-Aug-22	835	Dave Marshall - Grasscutting 7 of 12 (Village) - Invoice No.1011		£220.00
31-Aug-22	836	Dave Marshall - Watering of (35) Flower Baskets - (Water.2) Invoice No.1009		£455.00
31-Aug-22	837	Dave Marshall - Grasscutting 4 of 6 (Highways) - Invoice No.1010		£220.00
Credits				
Date of Credit	Reason		Amount	

Summary =
 Bank Balance as of end of Jul.22 = £24,030.04
 Total spend in Aug.22 (presented) = £5,179.94
 Credit Received in Aug.22 = £0.00
Standing bank balance end of Aug.22 as per Bank Statement 236 = £18,850.10

Box 4

Cheques to be issued in Sept.22 (to be approved by Cllrs)		Amount
Dave Marshall - Grasscutting 9 of 12 (Village) - Invoice No.1014		£380.00
Dave Marshall - Watering of (35) Flower Baskets - (Water.3) Invoice No.1012		£280.00
Dave Marshall - Grasscutting 8 of 12 (Village) - Invoice No.1013		£300.00
Andrew Crabbe - Salary for August 2022		£642.00
Andrew Crabbe - Reimbursement for flowers for Queens Passing		£12.50
Andrew Crabbe - Reimbursement for postage stamps		£15.35
Cleveland Containers 20ft 8ft6in (Used Wind & Watertight) Standard Container		£3,174.00
Autela Payroll Services - Payroll - July, August, September		£53.28

Total cheques to be issued & approved at the Sept.22 Meeting = £4,857.13

Box 6

No.2 Account: High Interest Account (682)	
Balance as of 31st July 2022	£10,476.87

As verified by statement 31st August 2022

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 email of 24th May	£68.78
Hiscox Insurance - full annual payment	£1,101.37
Hiscox Insurance - interim payment	£220.28

Outstanding cheques to be cashed / presented = £1,420.53

Box 3

Summary of PC Accounts until end of Sept.22 (Actuals & Forecasts)	
No.1 Account: Community Account (666)	
a	(Actual) Bank Balance at end of Jul.22 (verified by Bank Stat 239) = £24,030.04
b	(Actual) Total Spend in Aug.22 (cashd) = £5,179.94
c	Uncashed Cheques (Actual) £1,420.53
d	New Cheques issued at Sept.22 meeting (Actual) £4,857.13
e	Forecast total spending for end of Sept.22 (which is box b, c and d added) = £11,457.60
f	Credit Payments made in Aug.22 £0.00
g	Forecast of Bank Balance for end of Sept.22 (which is box e deducted from box a, added to box f) = £12,572.44

Box 5

CIL Spending Report Parish Council was awarded a CIL amount for housing development on Croft Road =	£7,961.38

Comments were submitted at 29/09/2022 1:38 PM from Mr Andrew Crabbe.

Application Summary

Address:

Honeypot Farm Hagg Bush Lane Burn Selby North Yorkshire YO8 8PB

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

Case Officer:

Jenny Tyreman

Name:

Mr Andrew Crabbe

Email:

camblesforthclerk@sky.com

Address:

27 Willow Garth, Eastrington Village, Goole DN14 7QP

Comments Details

Commenter Type:

Parish Council

Stance:

Customer objects to the Planning Application

Reasons for comment:

- Conflicts GB Policy
- Noise
- Residential Amenity
- Traffic or Highways

Comments:

Camblesforth Parish Council wish to strongly object to the above planning application. We have noted the opposition of local residents and fully support the grounds they have submitted for objection. Councillors are also extremely concerned at the apparent breaches of conditions and pre-emptive work on the site by the applicant as evidenced to our Parish Meeting by members of SAFE.

Furthermore, the Parish Council is extremely concerned at apparent lack of consultation and due process with regard to this application and previous submissions relating to Honeypot Farm, at least one of which the Parish Council has not received any notification - as a statutory consultee Cllrs have grave concerns that they were denied the opportunity to be consulted. With this in mind the Parish Council is supportive of the formal complaint issued by the SAFE Group which we understand is currently in progress through the corporate complaints process.

The Parish Council would request any outstanding planning application including the above are referred to Planning Committee due to the extent of the concerns.

Camblesforth Parish Council

Looking after your village, together

Parish Chairman: Neal Yates

Parish Deputy Chair: (Vacant)

Date of Meeting Wednesday, 19th October 2022

Time of Meeting 1900

IN ATTENDANCE:

Parish Cllrs Cllr Neal Yates (Chair); Cllr Denise Kempton; 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 the apology of Cllr Ball.

Chair also noted the resignation of Stephanie Coleman from the Parish Council due to commitments elsewhere. Chair thank Mrs Coleman for all her efforts and time on behalf of the Parish Council, and Cllrs unanimously agreed that she would be missed on the Parish Council.

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 Cllr Yates declared an interest in Item 8.5 (as Chair of the Social Committee). No further 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 September 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 September 2022 and cheques to be approved in October had already been presented to Cllrs and Clerk asked if there were any questions from Cllrs – none were tabled.

Clerk advised that the bank statements had been late for the past two months and also this month a new cheque book had not been received – he would take the matter up with Unity and report back at the next meeting. The financial reports can be found as **Appendix 1** and **Appendix 1a**

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

Resolved As a point of procedure the meeting duly noted that the second and final precept payment of £11,453 was received.

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

District Cllr Mike Jordan addressed the meeting and a summary of comments are as follows:

5.1 Matters were moving ahead in the process of harmonising services the different District Councils provided - this included rates, council tax and also waste collection services which varied considerably between the different district councils, with some charging for green waste.

5.2 SDC had also gone out to consultation on taxi services – this was mainly aimed at taxi drivers; however, the public were also welcome to contribute.

5.3 Cllr Jordan noted a further public consultation was due to take place on another solar farm and that the area would be subject to major project for cabling and pipework – he had recently met with National Grid who would be putting up new office buildings to manage all the changes – a new speed limit was being looked at for the A645 and acknowledged that highways will be a major issue for the area, especially during the construction period.

6 Correspondence

6.1 Cllrs noted a request from a resident asking if the Parish Council would be doing anything for the Kings Coronation next year.

Resolved Cllrs agreed to add to future agendas and also identify funding for possible celebrations in the budget.

6.2 Cllrs noted a request from Rev. Becky Allright of Carlton and Drax Church asking if the Parish Council would help fund a fun shadow-puppet show at Christmas aimed at ages 4-6 or younger which would take place in either the school or perhaps at Camblesforth Hall if Naomi had time/space to host.

Resolved Cllrs agreed that the Clerk should provide Rev. Allright with details of the Community Grant and ask that she applied for funds under this scheme.

6.3 Cllrs also noted correspondence from a representative of the Police and Crime Commissioner for North Yorkshire concerning a visit to Camblesforth to discuss rural crime and that arrangements had already been put in place for this visit to take place in November – this month’s Parish meeting would be moved a week to the 24th to accommodate the visit which would commence at 6pm – 7pm, immediately followed by the normal Parish Meeting.

Resolved Cllrs agreed to a recommendation by the Clerk that this meeting should be a ‘resident only’ and that anyone wishing to attend needed to book a place – he would be able to check on residency using the electoral register.

7. Planning applications (Clerk / all)

PROPOSAL: Erection of front extension, dormer roof conversion, internal alterations and erection of boundary wall

LOCATION: 48 Brigg Lane, Camblesforth, Selby

Resolved Clerk noted that the above application had only been received that morning and if Cllrs felt there had been insufficient time for them to consider then he would request an extension – Cllrs discussed and agreed that there was nothing overtly controversial about the application and agreed that the Clerk should monitor the portal and if no objections were received then the Parish Council would not object to the application

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)

Cllrs noted that the container would be delivered on October 24th to Cllr Wild’s farm where it would be placed for future storage of Parish Council property.

Ongoing Cllrs agreed to leave this item on the agenda for final discussions at the November meeting.

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

Ongoing Cllrs noted that the letter authorising the transfer of funds from the Atkinson Fund to the Parish Council's account was still outstanding and waiting for a signature from a previous signatory.

Important Note: Following the October Parish Meeting, the Clerk advised that he had received notification that the transfer had taken place. The matter would be fully discussed by Cllrs at the November meeting with proposals to set up appropriate rules and conditions under Standing Orders, a proper process for applications and transparent and record financial reporting for the fund to be included in the monthly financial report.

8.3 Update on ideas / projects for the CiL award / P3P Gift (All)

Clerk referred Cllrs to the updated project plan which can be found as *Appendix 2*. The plan now included suggestions by residents of Camblesforth.

Cllrs also noted and discussed one request which was for the gift to provide funds for the anti-solar farm campaign – Clerk advised that he did not think this would be permitted under the terms of the grants / gifts given to the Parish Council as the providers generally expected that the monies were spent on permanent, physical benefits to the Camblesforth community. As such he had not added this suggestion to the project list.

Cllrs also discussed a popular suggestion that the money be spent towards a new village hall – in summary Cllrs felt this was an excellent idea however costs would be considerable – Cllrs also noted that the previous hall had fallen into disrepair and was widely under-used. The Parish Council would also likely to have to employ staff to run any new Hall.

Ongoing No decisions were made at this point and Cllrs agreed residents should be encouraged to continue to make suggestions on how to spend the monies and these would be added to the project plan.

8.4 Update on improvements to the Memorial Garden (All)

Cllrs noted that following the receipt of Cllr Jordan's Community fund grant, Mr David Marshall had been instructed to replace the path edging in the Memorial Garden. This was just one of a number of improvements proposed for the Garden which included a flag pole, the installation of the Queens Platinum bench, new fencing and new gate – Cllrs also discussed improving the look of the scaffolding in the garden, which aside from Christmas looked unsightly – accordingly, this was added to the list of proposed improvements.

Ongoing Possible improvements to continue over forthcoming months.

New Matters

8.5 Cllrs to discuss request from Social Committee to support Christmas Festival (All)

Cllrs were referred by the Clerk to an email from the Camblesforth Social Committee asking for the Parish Council to support their Christmas festival by providing funds to purchase toys and selection boxes. The total requested was £875.

Resolved Cllrs discussed and agreed unanimously that the Social Committee should apply for funds via the Community Grant Fund and instructed the Clerk to action accordingly.

8.6 Cllr to discuss the P3P Gift in light of recent social media comments (All)

This item related to recent social media comments whereby an albeit very small number of people had commented that Cllrs were accepting bribes relating to the P3P and subsequent sarcastic and offensive comments and in light of this Cllrs had suggested the monies awarded in a gift to the village should be returned to P3P. Chair noted that although only one or two people had been involved in making the negative comments, it was important to note that Cllrs were extremely offended and upset at the comments.

Resolved In summary, Cllrs acknowledged the number of residents who had responded positively to the situation and who had made numerous supportive comments on social media. With this in mind Cllrs unanimously agreed to proceed with the gift to ensure the village benefited from this considerable amount of money.

Resolved Cllrs instructed the Clerk to draft a statement declaring that if the Parish Council receives any more slanderous allegations, then Cllrs would take immediate legal action against those making such comments.

Resolved The Parish Council will accept the gift from P3P and the statement agreed by Cllrs can be found as **Appendix 3**.

8.7 Cllrs to discuss communication from 20 is Plenty Campaign re: Police and Crime Commissioner (All)

Cllrs were referred to an email from the 20 is Plenty Campaign which requested Parish Councils submit questions to the Police and Crime Commissioner relating to the campaign to install 20 mph speed limits in villages and especially around schools.

Resolved Cllrs agreed to raise this matter with the PCC at the visit in November (see correspondence earlier in these minutes)

Ongoing In addition Cllrs asked the Clerk to speak to Highways re: process for changing speed limits / investigate if a 20 mph could be introduced around the school.

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

Clerk noted that he had purchased a poppy wreath for the Parish Council and asked Cllrs if they were aware of any arrangements for Remembrance Sunday, which was 13th November.

Resolved Cllrs asked Clerk to contact the Church Warden and discuss – it was likely Cllr Yates as Chair would undertake the wreath laying on behalf of the Parish Council.

No other matters being raised the Chair closed the meeting at 8.40pm

Date of next meeting 24th November 2022 (Moved one week from scheduled meeting to accommodate the visit of the Police and Crime Commissioner).

Signed as a true record... *Neal Yates*

Date... *November 2022*

Neal Yates – Parish Chairman

Appendix 1a Financial Officers Report for October 2022 Meeting

Headlines

At the end of August, our bank balance was £18,850 and at the end of September the bank balance had increased to £20,155 due to the receipt of the second and final precept payment of £11,453 which needs to be duly acknowledged and recorded in the October minutes. Taking into account all liabilities, our forecast balance for the end of September is £22,207, as all the cheques issued last month were uncashed at the point of the statement. This is not unexpected as our August meeting was a week late due to the death of the Queen. With the receipt of the second precept, our accounts are solid and stable and there is no identifiable risk or threat to the Parish Council finances.

Cheques to be approved at the October 2022 Meeting

The only matter to note is the payment to our insurers as they have advised the cheques issued in August have not been received. As Finance Officer I am satisfied these two cheques have not been presented and therefore it is likely they have been lost in the post. New cheques are therefore submitted to Cllrs for approval in October. Finally, please note that I have also purchased the annual poppy wreath.

Reserve Account

Increased from £10,476 to £10,492 due to a £15.84 interest payment.

Camblesforth Parish Council
Presented at the October 2022 Meeting For the Month of Sep-22

From: Parish Clerk
To: Parish Councillors

Box 1

Community Account (666)				
Opening Balance as of end of Aug.22 (Statement No. 241)			£18,850.10	
Transactions in Sept.22				
Debits				
	Cheque No.	Paid to	Reason	Amount
08-Sep-22	Direct Debit	YU Energy - Standing Charge		£21.07
08-Sep-22	Direct Debit	YU Energy - Electricity for Street Lighting		£108.73 #
30-Sep-22	Bank Charges			£18.00

Credits		
Date of Credit	Reason	Amount
30-Sep-22	SDC Precept Payment - Final Installment for period 2022-23	£11,453.00

Summary =	Bank Balance as of end of Aug.22 =	£18,850.10
	Total spend in Sept.22 (presented) =	£147.80
	Credit Received in Sept.22 =	£11,453.00
	Standing bank balance end of Sept.22 as per Bank Statement 236 =	£30,155.30

Box 4

Cheques to be issued in Oct.22 (to be approved by Cllrs)		Amount
Hiscox Insurance - full annual payment		£1,101.37
Hiscox Insurance - interim payment		£220.28
Andrew Crabbe - Salary for October 2022		£642.00
Peter Brown Fabrications - Repairs to All-Weather Fence		£144.00
Dave Marshall - Grasscutting 10 of 12 (Village) - Invoice No.1015		£520.00
Dave Marshall - Cutting Back Hedges - Invoice No.1017		£240.00
Dave Marshall - Repair of Fence - Invoice No.1016		£75.00
Andrew Crabbe - Reimbursement for postage stamps		£23.89
Andrew Crabbe - Reimbursement for poppy wreath		£24.99
	Total cheques to be issued & approved at the Oct.22 Meeting =	£2,991.53

Box 6

No.2 Account: High Interest Account (682)	
Balance as of 31st July 2022	£10,476.87
Credit Payment =	£15.84
Balance as of 30th Sept.22	£10,492.71

As verified by statement 213

Box 2

Outstanding Cheques		Amount
S Coleman -reimbursement for raffle gifts purchased for Queens Celebrations		£30.10
S Coleman - Reimbursement for various items for Queens Celebrations - see email of 24th May		£68.78
Dave Marshall - Grasscutting 9 of 12 (Village) - Invoice No.1014		£380.00
Dave Marshall - Watering of (35) Flower Baskets - (Water.3) Invoice No.1012		£280.00
Dave Marshall - Grasscutting 8 of 12 (Village) - Invoice No.1013		£300.00
Andrew Crabbe - Salary for August 2022		£642.00
Andrew Crabbe - Reimbursement for flowers for Queens Passing		£12.50
Andrew Crabbe - Reimbursement for postage stamps		£15.35
Cleveland Containers 20ft 8ft6in (Used Wind & Watertight) Standard Container		£3,174.00
Autela Payroll Services - Payroll - July, August, September		£53.28

Outstanding cheques to be cashed / presented = £4,956.01

Box 3


Summary of PC Accounts until end of Oct.22 (Actuals & Forecasts)	
No.1 Account: Community Account (666)	
a (Actual) Bank Balance at end of Aug.22 (verified by Bank Stat 241) =	£18,850.10
b (Actual) Total Spend in Sept.22 (cashed) =	£147.80
c Uncashed Cheques (Actual)	£4,956.01
d New Cheques issued at Oct.22 meeting (Actual)	£2,991.53
e Forecast total spending for end of Oct.22 (which is box b, c and d added) =	£8,095.34
f Credit Payments made in Sept.22	£11,453.00
g Forecast of Bank Balance for end of Oct.22 (which is box e deducted from box a, added to box f)	£22,207.76

Box 5

CIL Spending Report Parish Council was awarded a CIL amount for housing development on Croft Road =	£7,961.38

Appendix 2

Project Suggestion List as of October 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	 <p>Typical price for basic register speed sign is from £1650</p>
Skate ramps / park		
Exercise / running track around the park		
Additional adult exercise equipment		
Replacement of playground surface	Wicksteed or Sutcliffe's	Waiting for quotes
Iron decorative fencing for the Memorial Garden and general improvements to Garden including edging, new gate	Railings for War Memorials - War Memorial Fencing (alpharail.co.uk)	
Shelter for youths		
New Village Hall		Clrs discussed and felt although a great idea, the cost would be prohibitive and also concerns were expressed that
Divide the money between each household in village		Note sure this will meet the criteria for the grants / gifts – waiting for feedback from providers
Traffic calming measures including speed bumps		Unlikely to be able to install speed bumps in residential areas
Benches and tables in millennium garden		
Replacement of scaffolding with something more attractive – pergola? Or painting		

Appendix 3

Cllr Statement in response to defamatory and offensive Comments on the Gift Award to Camblesforth Community

At the October meeting of Wednesday this week, Parish Cllrs discussed a motion to return the recent P3P Gift of £75,000 due to the offensive and defamatory comments made by an albeit very small number of people, but which never-the-less greatly upset Cllrs who, as unpaid volunteers, are trying to do their best for the village.

It is worth noting Cllrs were encouraged and assured by the many supportive comments subsequently made by residents and in summary the decision was to not return the Gift and to ensure this was spent for the benefit of the Camblesforth Community. However, if any further defamatory or offensive comments are made against Cllrs, the Parish Council will seek to take legal actions against those who make these comments.

We have kept copies of previous comments and will not hesitate to use these if necessary. Cllrs welcome constructive criticism and have always encouraged residents to attend meetings and become involved in Parish Council matters, however this does not mean Cllrs can be subjected to unwarranted abuse.

Camblesforth Parish Council

Looking after your village, together

Parish Chairman: Neal Yates

Parish Deputy Chair: (Vacant)

Date of Meeting Thursday, 24th November 2022

Time of Meeting 1900

IN ATTENDANCE:

Parish Cllrs Cllr Neal Yates (Chair); Cllr Neil Ball; 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 the apology of Cllr Kempton

Resolved Chair confirmed quorum and welcomed everyone to the meeting

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

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 October 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 October 2022 and cheques to be approved in November had already been presented to Cllrs and Clerk asked if there were any questions from Cllrs – none were tabled. The financial reports can be found as *Appendix 1* and *Appendix 1a*

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

Parish Precept

Clerk reminded Cllrs that SDC had requested early notification of the precept demand due to the forthcoming merger with NYCC, however the options sheet would not be available until end of November. Cllrs noted the recommendation from the Financial Officer that there was no requirement for an increase in the precept as the variance in the budget remained positive despite heavy spending in the year. There remained a buffer which would cover any increases in costs to the Parish Council and therefore there was no budgetary requirement to increase the precept. With regard to funding any projects, it remained the Officer's advice that this was funded by the reserve – Cllrs Wild proposed that Cllrs accepted the recommendation of the Clerk with immediate effect.

Resolved Cllrs unanimously agreed to not increase the precept demand for 2023/24.

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

District Cllr Mike Jordan addressed the meeting and a summary of comments are as follows:

- A leaflet was being distributed at the moment providing details of a boundary review which could see Kippax merging with Selby.

- There was only approximately £1000 left in the community grant fund for this financial year.

6 Correspondence

Resolved Clerk report no correspondence which had not been dealt with already

7. Planning applications (Clerk / all)

PROPOSAL: Erection of battery energy storage system and associated external works

LOCATION: Home Farm, Barlow Road, Barlow

Resolved As Cllrs felt that this application affected Barlow more than it did Camblesforth, it was agreed to wait until they were aware of the Barlow Parish Council decision and that they would support this.

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)

Cllrs heard that property of the Parish Council was now being transferred into the storage container for safe keeping. It was clarified that the two marquees used in the Queens Platinum Celebrations would be placed in the container as these were the property of the Parish Council.

Resolved Cllrs discussed and unanimously agreed to a ground rent of £5 per week to be paid annually as a lump sum to Mr Kevin Wild for storage of the container on his land.

Point of Procedure – Cllr Wild did not take part in this vote.

Resolved No further actions were needed and Cllrs agreed to close this item

8.2 Update on arrangements for changing banking for the Edward Atkinson Fund – Cllrs to consider the draft Standing Orders and Application form (All)

Cllrs noted that the outstanding balance from the Edward Atkinson Fund had now been transferred to the reserve account of the Parish Council and would henceforth be earmarked for the purposes of the Atkinson Fund and recorded accordingly.

Cllrs also noted that although the letter authorising the transfer of the Atkinson Fund had been signed correctly by the two required signatories, it had then been posted with no copy taken of the (signed) letter. Clerk advised this was unfortunate and would need explaining as part of the audit process next year, however there were no concerns as the matter was properly recorded and transparent.

Resolved Cllrs agreed unanimously to the new Standing Orders for the Atkinson Fund and this would be implemented with immediate effect. Cllrs also agreed to the application form which would be used by applicants who wished to apply for funds under the scheme. Finally, Cllrs agreed that the Fund would be open throughout the year and Cllrs would accept applications at any time subject to sufficient funds being in place at the time.

8.3 Update on ideas / projects for the CiL award / P3P Gift (All)

Clerk referred Cllrs to an earlier email which had confirmed P3P had advised that the 'gift' to be used for the benefit of the Camblesforth community would not be paid until the solar farm is up and running and therefore, the Parish Council could not rely on this money for the next financial year for any projects. Cllrs heard that it was likely this would be the case for at least two years. Clerk confirmed that this meant that any project spending needed to be covered by the reserve – the external auditors were increasingly questioning Parish Councils who 'sat on' high reserves with no justification and it remained his recommendation that the reserve be brought down to £2-3k and that monies spent on projects to benefit the community.

Chair advised that his own priorities for projects would be replacement of the wooden fence in the Memorial Garden and also the deteriorating surface in the playground

Ongoing Cllrs to continue to consider projects to benefit from the grants received.

8.4 Update on improvements to the Memorial Garden (All)

Chair advised Cllrs to his earlier comments – the current wooden fence was in a poor state and the gate had fallen off. Mr David Marshall was thanked for temporarily repairing this. The replacement of the edging in the Garden was almost complete and Cllrs felt this would greatly improve the look of the Garden.

Ongoing Clerk was asked to resend information on railings supplier.

Ongoing Installation of the Queen’s Platinum Commemorative bench was still outstanding

New Matters

8.5 Cllrs to discuss arrangements for Christmas (All)

Cllrs noted the absence of Cllr Kempton who was instrumental in setting up the Christmas display in the Memorial Garden and agreed that this matter should be sorted over the next few weeks using email between Cllrs.

Resolved As above

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

9.1 Meeting in December

Clerk referred Cllrs to the Standing Orders for the Parish Council which dictated that there was no meeting in December, and asked as a point of procedure if Cllrs wished to hold a meeting in this month. Cllrs agreed in principle to holding a meeting to deal with urgent matters and that a date be agreed between 6th – 16th December.

Ongoing Clerk to co-ordinate arrangements for December meeting.

9.2 Rubbish bin

Cllr Falcus referred to an email he had sent asking for the transfer of a bin from an area of the village where there were several placed together – possibly to the A1041 where there was a lack of bins. Cllrs agreed in principle that this made sense however felt costs would be just as high compared with purchasing a new bin.

Ongoing Clerk asked to look into the costs of this and report back to Cllrs.

9.3 Poor Condition of road on Camela Lane

Cllrs raised continued concerns over the state of Camela Lane which in areas was increasingly full of potholes and edge cracks – it was felt these would only get worse with the current we weather – Cllrs noted following reporting of the problem last month it appeared that ERYC had been out to do some work, but this was wholly inadequate

Chair also noted that the road sign still had not been replaced

Ongoing Clerk to report concerns to Highways and also ask for update on new street sign

9.4 Drax Parish Liaison Meeting

Cllrs Boyes and Ball advised they would be attending the Drax Parish Liaison Meeting on the 28th, and were asked to ensure they raised the issue of the trees on A645 and also request an update on the removal of the waste at the Golf Course.

Clerk confirmed that he had email Drax in advance of the meeting with the agreed statement –

the Parish Council understand that Drax agreed to keep the bushes and trees maintained on the A645 - this was confirmed to Cllrs from Cllr attending a liaison meeting at the time. However, we now understand that Drax will not maintain the trees and bushes adjoining the houses and advise that it is the responsibility of Highways to do this. Cllrs are frustrated and concerned we are back to stage one with all the different bodies arguing who has responsibility.

No other matters being raised the Chair closed the meeting at 8.10pm

Date of next meeting To be Agreed.

Signed as a true record... *Neal Yates* Date... *December 2022*
Neal Yates – Parish Chairman

Appendix 1a Financial Officers Report for the November 2022 Parish Meeting.

Headlines

At the end of September, our bank balance was £30,155 and at the end of the transaction period for October, the balance had seen a considerable decrease to £23,588. Taking into account all liabilities, (uncashed cheques and new cheques for approval at the November meeting) our forecast balance for the end of November is £19,533 – I would draw attention to the uncashed cheques for ex Cllr Stephanie Coleman, which have been listed on our report since August – I have emailed Mrs Coleman to ask her to cash these at her earliest convenience. The decrease is due to the high spend in October which amounts to £6,566, with the costs of the storage container included.

Despite this spending, eight months into the financial year, our accounts are solid and stable and there is no identifiable risk or threat to the Parish Council finances.

Cheques to be approved at the November 2022 Meeting

As previously communicated and which will be recorded in the notes of the November meeting, I would draw Cllrs attention to the Clerk's salary, which in line with the National Joint Council (NJC) has increased by £1 an hour backdated to 1st April 2022. There are also four invoices for Camblesforth Hall which have only just been submitted and the costs of the Annual Return, payment made to PK Littlejohn. There is also a £400 payment to the Camblesforth Social Committee in support of their Christmas activities, as agreed by Cllrs at the October 2022 Meeting. Finally, a payment to Dave Marshall for his re-edging of the pathway in the Memorial Garden – this amount will be recovered once the grant from District Councillor Mike Jordan is paid by Selby District Council to the Parish Council.

Reserve Account

Main point to draw to Cllrs attention is the transfer of £2,831 in accordance with Cllrs agreement to close the antiquated account held by the defunct Yorkshire Bank and to transfer the funds to the Parish Council account in order to make it more accountable and transparent. This amount will be 'earmarked' in the reserve for the purpose of the Atkinson fund and the basis of how the fund will operate is subject to Cllr discussion as of the November meeting.

The reserve itself stands unchanged from the previous month at £10,492.

Camblesforth Parish Council

Presented at the November 2022 Meeting For the Month of **October 2022**

From: Parish Clerk
To: Parish Councillors

Box 1

Community Account (666)
Opening Balance as of end of Sept.22 (Statement No. 242) £30,155.30
Transactions in Oct.22

Debits				
	Cheque No.	Paid to	Reason	Amount
	04-Oct	841	Andrew Crabbe - Reimbursement for flowers for Queens Passing	£12.50
	04-Oct	844	Andrew Crabbe - Salary for August 2022	£642.00
	04-Oct-22	845	Andrew Crabbe - Reimbursement for postage stamps	£15.35
	05-Oct-22	846	Dave Marshall - 3 invoices -Water Baskets Inv.1012: Grasscutting Inv.1013: Grasscutting Inv.1014	£960.00
	10-Oct-22	Direct Debit	YU Energy - Standing Charge	£20.08
	10-Oct-22	Direct Debit	YU Energy - Electricity for Street Lighting	£113.45
	11-Oct-22	842	Cleveland Containers 20ft 8ft6in (Used Wind & Watertight) Standard Container	£3,174.00
	21-Oct-22	840	Autela Payroll Services - Payroll - July, August, September	£53.28
	21-Oct-22	850	Andrew Crabbe - 3 invoices - Salary for Oct.22 / Stamps / poppy wreath	£690.88
	25 Oct	820	Mr & Mrs Ward - Rental of Hall for June (Cheque has only just been presented)	£50.00
	25-Oct-22	849	Dave Marshall - 3 Invoices: Cutting Hedges In.1017: Grasscutting In.1015: Fence Repair Inv.1016	£835.00

Credits				
Date of Credit	Reason			Amount

Summary =
Bank Balance as of end of Sept.22 = £30,155.30
Total spend in Oct.22 (presented) = £6,566.54
Credit Received in Oct.22 = £0.00
Standing bank balance end of Oct.22 as per Bank Statement 242 = £23,588.76

Box 3

Cheques to be issued in Nov.22 (to be approved by Cllrs)	Amount
A Crabbe - Salary for Noember 2022 (including JCG pay award backdated to 1st April)	£1,058.00
PK Littlejohn - payment for Annual Return / Audit	£240.00
Dave Marshall - payment for replacing the edging in the Memorial Garden - Funded by Cllr Mike Jordan's Community Fund	£668.00
Mr & Mrs B Ward - Rental of Camblesforth Hall for Aug.22	£50.00
Mr & Mrs B Ward - Rental of Camblesforth Hall for Sept.23	£50.00
Mr & Mrs B Ward - Rental of Camblesforth Hall for Oct.24	£25.00
Camblesforth Social Committee - Payment made under the Community Grant Scheme	£400.00

Total cheques to be issued & approved at the Nov.22 Meeting = £2,491.00

Box 6

No.2 Account: High Interest Account (682)	
Balance as of 31st July 2022	£10,476.87
Credit Payment =	£15.84
Balance as of 30th Sept.22	£10,492.71
Transfer of Edward Atkinson Fund	£2,831.20
Balance as of 30th Sept.22	£13,323.91

As verified by statement 214

Box 2

Outstanding Cheques	Amount
S Coleman -reimbursement for raffle gifts purchased for Queens Celebrations	£30.10
S Coleman - Reimbursement for various items for Queens Celebrations - see email of 24th May	£68.78
Peter Brown Fabrications - Repairs to All-Weather Fence	£144.00
Hiscox Insurance insurance payment - two invoices - iterim payment and balance payment	£1,321.65

Outstanding cheques to be cashed / presented = £1,564.53

Box 4

Summary of PC Accounts until end of Nov.22 (Actuals & Forecasts)	
No.1 Account: Community Account (666)	
a (Actual) Bank Balance at end of Sept.22 (verified by Bank Stat 242) =	£30,155.30
b (Actual) Total Spend in Oct.22 (cashd) =	£6,566.54
c Uncashed Cheques (Actual)	£1,564.53
d New Cheques issued at Nov.22 meeting (Actual)	£2,491.00
e Forecast total spending for end of Nov.22 (which is box b, c and d added) =	£10,622.07
f Credit Payments made in Oct.22	£0.00
Forecast of Bank Balance for end of Nov.22 (which is box e deducted from box a, added to box f)	£19,533.23
g =	

Box 5

CIL Spending Report Parish Council was awarded a CIL amount for housing development on Croft Road - figure is earmarked in the main account (666) =	£7,961.38

In accordance with Standing Orders no Parish Council Meeting was held in December 2022