

Appleton Wiske Parish Council

Minutes of the Parish Council Meeting held in Appleton Wiske Village Hall on **Monday 17th January 2022** that commenced at 7.30 pm.

Present

Cllrs Richard Hauserman (RH Chair), Michelle Thompson (MT Vice Chair), Jackie McReddie (JR), Ken Blackwood (KB), Richard Johnson (RJ), Chris Lancaster (CL) Derek Partington (DP) David Hugill (DH NYCC) and Sue McDonnell (SM Clerk).

1.	<u>Public Comment – None.</u>	<u>Action</u>
2.	<u>Apologies & Declarations of interest for any agenda item</u> Resolved to note apologies for absence for Steve Watson (SW HDC). No declarations of interest declared.	none
3.	<u>Minutes of the December 2021 meeting</u> Resolved that the minutes, were approved. RH signed and dated them.	none
4.	<u>Police Report</u> There was 1 incident of Violence against the person and 1 incident of Anti-social behaviour in the parish in December with no details for either. Members received the report.	none
5.	<u>Matters Arising</u>	
a)	Cloud storage – CL has set up a cloud area on google drive. He hopes to load up some documents to test before next meeting. Members will need a gmail account to access it. Resolved that Members e-mail a list of documents to be stored to CL for discussion at next meeting.	CL/ALL
b)	Two policies were put forward for approval – Recruitment and selection and Staffing Committee terms of reference. DP had some comments on the former. Resolved that MT emails these and the rest of the staffing policies to all for the Staffing Committee to approve.	MT
c)	Update from Staffing Committee on Person Specification (PS), Job Description (JD), job advert and Contract of Employment CE) relating to recruitment of new Clerk – JD and CE revised recently. RH to complete PS and Staffing Committee and Parish Council to review and approve all documents. A special meeting of the PC may be needed in order to advertise post.	RH/ALL
d)	Change of date of 2022 Annual Meeting. KD explained that NYCC/Parish elections will be on 5 th May and PC/Annual Meeting is scheduled for 3 rd May. It should be held within 14 days after the elections. Resolved that the PC/Annual Meeting date is changed to Monday 9 th May.	none
e)	Skips and other temporary storage on village green – JM raised the issue of skips etc. being on the green longer than expected and if so further approval should be sought. Resolved that DP send current blank form to JM and revises the current form, circulating it for comments.	DP
f)	Dog mess – there have been recent incidents of dog fouling on the village green and the mess not being picked up which were reported to the Police. DH suggested HDC dog warden should be involved. Resolved that JM contacts SW about the incidents.	JM
6.	<u>Correspondence</u>	

a)	Letter received from HDC confirming that the PC will be notified of Band D base for 2022/23 Precept after 15 th January. SM confirmed nothing had been received yet.	none																																				
7.	<u>Planning Matters</u>																																					
a)	Revised application for previously approved application 21/00319/FUL. Revision of internal alterations for a larger kitchen extension. Replace approved flat roof system with pitched roof. Prospect Lodge – new ref no 21/02904/FUL. Resolved that Members had no observations.	SM																																				
8.	<u>Financial Matters</u>																																					
a)	Resolved to pay the following electronically: <table border="1" data-bbox="236 562 1329 943"> <thead> <tr> <th></th> <th>NET £</th> <th>VAT £</th> <th>TOTAL £</th> </tr> </thead> <tbody> <tr> <td>Clerk salary Oct – Dec 21</td> <td>387.46</td> <td>0</td> <td>387.46</td> </tr> <tr> <td>Reimburse clerk for printer paper</td> <td>3.90</td> <td>0</td> <td>3.90</td> </tr> <tr> <td>HMRC for clerk's tax</td> <td>96.80</td> <td>0</td> <td>96.80</td> </tr> <tr> <td>Design-art – renewal e-mail domain</td> <td>20.00</td> <td>0</td> <td>20.00</td> </tr> <tr> <td>Village hall rent for Dec meeting</td> <td>5.00</td> <td>0</td> <td>5.00</td> </tr> <tr> <td>Reimburse KB for defibrillator pads</td> <td>43.90</td> <td>8.78</td> <td>52.68</td> </tr> <tr> <td>Beacon pole for Queens Jubilee</td> <td>40.00</td> <td>0</td> <td>40.00</td> </tr> <tr> <td>Reimburse MT for litter pickers</td> <td>30.54</td> <td>6.11</td> <td>36.65</td> </tr> </tbody> </table>		NET £	VAT £	TOTAL £	Clerk salary Oct – Dec 21	387.46	0	387.46	Reimburse clerk for printer paper	3.90	0	3.90	HMRC for clerk's tax	96.80	0	96.80	Design-art – renewal e-mail domain	20.00	0	20.00	Village hall rent for Dec meeting	5.00	0	5.00	Reimburse KB for defibrillator pads	43.90	8.78	52.68	Beacon pole for Queens Jubilee	40.00	0	40.00	Reimburse MT for litter pickers	30.54	6.11	36.65	SM
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b)	Renewal of Zoom subscription discussed. Northallerton Rotary have own subscription -don't wish to share ours. Resolved to cancel Zoom subscription.	SM																																				
c)	Retrospective approval agreed for CL to attend YLCA online course on clerk's duties. Resolved to pay invoice £22.50 in February.	none																																				
d)	Queen's Jubilee activities – MT reported she is pulling everything together for a meeting next week. Resolved that KB purchase beacon pole.	MT/KB																																				
e)	Income received £200 from M D Mobility for newsletter sponsorship.	none																																				
f)	Bus shelter shelving – the Parish Council wish to record their thanks for the excellent work to all the team involved. The new shelving is a great improvement. Resolved that SM makes a note in accounts under funds of CIL monies received and that bus shelter shelving is funded from CIL monies received.	SM																																				
9.	<u>Reports from Representatives</u>																																					
a)	RH reported he had attended the NYCC online meeting on 11 January. It was proposed that NYCC adopt the 12 step process for achieving 20's Plenty. DH also attended and has the impression that NYCC would rather not grant it unless average vehicle speeds are over 24 mph. RH said it had made an improvement in places where 20's Plenty implemented. Resolved that RH and CL continue to look into the process on PC's behalf.	RH/CL																																				
10.	<u>Items for information or next month's agenda</u>																																					
a)	KB reported that the new guardian for the defibrillator had been registered and that the guardian will now undertake regular monthly checks.	none																																				
b)	DH reported on the Bilsdale TV Mast. Arquiva the company involved have requested that people who still have no TV signal phone their helpline to inform them and they will arrange to point their aerials to another mast. Helpline phone number is 0800 121 4828.	none																																				

c)	Action log – RJ and MT have made lists. Resolved they compare lists, create a historic action log, and circulate it before next meeting. Going forward it will be discussed by e-mail before meetings.	MT/RJ
d)	Several items were put forward for the next agenda:- Queen's Jubilee Cloud storage Village green registration Registration of playing field with PC Wildlife map	SM

Meeting closed at 9.15 p.m. Next meeting Monday 7th February 2022 at 7.30 p.m. in the Village Hall.

Sue McDonnell, Clerk to Appleton Wiske Parish Council