

## **Appleton Wiske Parish Council – MINUTES**

Minutes of the Ordinary Meeting of the Parish Council, held in the Village Hall on **Monday 5 September 2022** commencing 7.30 pm.

Present: Appleton Wiske Councillors Richard Johnson, Shirley Duffield, Richard Hauserman, Ken Blackwood, Derek Partington, Michelle Thompson (Chair), Jackie McReddie (left early at 8.10 pm). Helen Johnson (clerk)  
Cllr Steve Watson (HDC), Cllr Annabel Wilkinson (NYCC) and one member of the public.

### **1. Public Participation.**

The member of the public reported that volunteers have refurbished two picnic benches, but they will only last another year, and urged their replacement. Volunteers have also removed shrubs on the village green at Willow End, so that the fence can be repaired.

The member of the public requested that the Parish Council gets a place to store community assets such as tables, signs and gazebos, used for outdoor events. (Not all of these assets belong to the Parish Council.)

### **2. Apologies and approval for absence.**

JM Apologised that she would have to leave early. Her reason was approved.

### **3. Dispensations and Declarations of Interest.**

None.

### **4. Approval of Minutes of the July 2022 Meetings.**

The July minutes were approved and signed.

### **5. Matters Arising and Action Log.**

Sewer pipes are repaired, task completed.

Neighbourhood plans: planning rules are expected to change. Resolved to defer until more is known.

Newsletter: in progress.

Parish Council contact information, now on noticeboard, task completed.

ARA agreement: under review.

Council for British Archaeology – deferred.

Hornby Road, damaged footpath sign: in progress.

Clerk's pension. No pension is due, task completed.

Night Noise Survey: in progress.

Autumn Litter pick: in progress.

Rounton/Picton roads junction: in progress. Resolved to request new site visit.

Black poplars/TPO. Deferred.

Replacement waste bins: in progress.

Riverside footpath to Rountons: in progress.

Shrubs, on village green, adjacent to Willow End: in progress.

Local flood risk response/record local flooding: task completed.

Defibrillator, article for newsletter – task completed.

Widening of access/repairs to village grassed areas: PC action completed.

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## 6. Police Report.

No crimes reported last month.

## 7. Governance

### a) Finance Committee

Resolved not to appoint a finance committee.

Resolved to appoint a second signatory (KB) to the PC bank account.

Resolved to investigate bank accounts offering dual authorisation of BACS payments.

### b) Policies and Procedures

Resolved to appoint a 'task and finish' group [KB, RH, HJ] to review all policies and procedures, in order of priority, beginning with financial standing orders. Next priority is review policies for dispensation, predetermination and declarations of interest, with particular regard to planning applications, then Civility and Respect.

### c) The Village Green policy was reviewed and accepted without amendment.

### d) AWPC Assets were considered and an amended schedule of assets appended.

### e) Councillors' expenses were considered. They may be paid either as a pre-agreed allowance, or by submitting receipted expense claims. A decision was deferred until October meeting in order to amend expenses policy.

## 8. Correspondence.

### a) Northern Powergrid – substation on Hunters Ride. NG have been contacted for clarification.

### b) Citizens Advice request for donation. Resolved not to donate.

### c) Annabel Wilkinson, North Yorks Electric Vehicle Charging Strategy. NYCC now have a policy, more information to come.

### d) Smaller Authorities' Audit Appointments – External Auditor, opt-out. AWPC has opted out of external audit for some years.

### e) Resolved to provide NHWAG [North Hambleton Windfarm Action Group] with an appletonwiske.com email address.

### f) Freedom of Information request, burials. Replied that AW PC is not a Burial Authority.

### g) Invitation to NY Police and Fire Commissioner Weds 2 November.

### h) CPRE, [The Countryside Charity] subscription lapsed, resolved not to renew.

## 9. Financial Matters

### a) Budget report


Total received in Q1 = £6,891.00 (68% of budgeted income)

Total expenditure Q1 = £5,987.81 (43% of budgeted expenditure)

Note that budgeted expenditure for the year, at £13,890.00, is HIGHER than budgeted income for the year, at £10,150.00.

The Appleton in Bloom fund balance is £2,183.73

The balance of CIL monies remaining is £7,246.99

  
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- b) Noted the following Payments made during August:
- i. PT landscapes Invoice no PTL-4185 **£468.00**
  - ii. ESET anti-virus software, **£19.90**
- c) Resolved to pay the following invoices:
- i. YLCA Invoice No 262-2223 Flying start councillor training, **£66.80**
  - ii. AW Village Hall invoice no 54, meeting hall for 6 June, **£12.00.**
  - iii. Clerk's expenses, print cartridge (invoice date 31 July 2022), **£32.94**, stamp **£1.45.**
  - iv. Clerk's training hours, **2.75 hours**, online/telephone training with YLCA, plus study handouts.
  - v. AW Village Hall Invoice meeting hall for 4 July, **£12.00.**
  - vi. YLCA Invoice no 407-2223 Webinar on reform of planning system, **£25.00.**
  - vii. GDPR Data Protection Registration fee, **£40.00**
  - viii. PT landscapes invoice no PTL-4205 mowing of greens, **£468.00**
  - ix. Design art invoice Chris4597 Webhosting **£70.00**
- d) Receipts noted:
- i. Northern Powergrid wayleave **£4.60**
  - ii. North Yorks County Council, grasscutting, **£75.92**
- e) Bank reconciliation was received.
- f) Bank balances at 26 Aug 2022:  
Current Account £2,281.11, Savings Account £16,160.50
- g) CIL (Community Infrastructure Levy) Discussion deferred.

#### **10. Planning Matters.**

There were no comments on planning matters.

#### **11. Derelict Properties**

The Parish Council is concerned about derelict properties, but has no powers over private property.

#### **12. Clerk's report.**

Taken as read.

#### **13. Reports from Representatives.**

SD attended the online Police Fire and Crime Focus Group to discuss proposals risk assessments for fire, road and water in North Yorkshire County. SW commented on the transition to Unitary Authority next year: change will take time.

KB attended NYCC Parish Charter discussions.

#### **14. Items for information.**

- a) Village Shop. Deferred as JM left early.
- b) Parking. The Police will act over illegal parking, such as on yellow zig zags.

#### **15. Items for next month's agenda**

  
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Trees on the village green and in the Paddock. Tree surveys and tree management programme.

Responsibilities list – to update.

Turf reinstatement following works in Baker St.

Find and appoint an internal auditor to succeed H Dawson

Hedge on Cheesecake Hill needs trimming.

Storage for village/community assets.

Replacement laptop for Clerk.

20mph speed limits

**Meeting closed at 9.45 pm.**

**Date and time of next meeting Monday 3 October 2022 at 7.30 p.m.**

**Helen Johnson, Clerk, Appleton Wiske Parish Council**

Additional documents:

Village Green Policy 2022

Schedule of Assets amended 6 Sep 2022



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