



Appleton Wiske Parish Council


MINUTES of the Ordinary Meeting held in the Village Hall on Monday 6th March 2023 commencing at 7.30 pm.

PRESENT: Councillors – Ken Blackwood, Shirley Duffield, Richard Hauserman, Jackie McReddie, Michelle Thompson (Chair), and Derek Partington (left at 8.50 pm)

IN ATTENDANCE: Helen Johnson (Clerk), Cllr. S. Watson, and 1 member of the public.

1	Public Participation – SG asked the Parish Council to support an order for commemorative mugs for the King’s Coronation, some to be offered for sale to residents. The Appleton Wiske Primary school children and Pre-school children would receive one of these as a gift from the Parish Council. The PC agreed an order for 100 mugs. The design was discussed and SG was asked to provide details to the Clerk.	<u>Action</u> SG KB
2	Apologies and approval for absence – Cllr Annabel Wilkinson sent her apologies.	
3	Dispensations and Declarations of Interest – None	
4	Approval of Minutes of the meeting on 6th February 2023 - Approval given.	
5	To receive information on the following issues, and decide further action where necessary:	
a.	Crime prevention. There had been incidents in the village which had not been reported. KB said we need statistics to be accurate for each village on the reports received from the police. A visit by Sergeant Chris Hughes to meet with the PC directly is to be arranged.	KB
b.	Trees. We await arrival of the 15 new trees in the next few weeks. Planting to be arranged.	MT
c.	Storage. Still awaiting a response from Broadacres. This will be followed up again.	DP
d.	Repair on village green. In progress.	JMcR
e.	Garth House planning application. Letter advising occupants of village green easement to be sent.	KB
f.	Footpath erosion on Rounton path. Awaiting action from NYCC, liaison ongoing with the Footpaths Officer and SD.	
g.	New notice board. Estimates had been received and prices varied from £2,000-£3,000. Cllr. Watson provided a new contact.	JMcR
h.	Microsoft office product key retrieved.	
i.	Replacement internal auditor. Sarah Powell had met with RT and will meet again in the new financial year.	

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6	Business Matters:	
a.	Resilience plan: It was decided that this would be an agenda item at the parish assembly in May.	Agenda
b.	Pathkeeper scheme. The additional wood for the Hornby Road footbridge on the footpath had been provided to KB to allow him to complete the repairs. SD provided a worksheet to record ongoing matters relating to the footpaths.	KB
c.	Parish Wildlife Map. ongoing.	MT
d.	King's Coronation. A meeting of volunteers had met on 1 March and an action plan from that meeting was given to the councillors. An updated action plan would be provided with the village arrangements. An idea for certificates of achievement to be awarded to children was discussed and agreed. More ideas on this at the next meeting. It was also suggested on the Sunday (or any day near this date) the Volunteers day, the 5 main footpaths could be walked by volunteers who would be asked to record their assessment of the condition of the footpath. This would be a great help to the Pathfinders scheme the council had entered into. Maps and worksheets would be provided. Regarding the application to close the road the PC agreed to take on the responsibility for this and the insurers would be asked if we were covered.	MT SD SD KB
e.	20mph scheme. RH reported on a public demonstration he had attended at the offices of NYCC. Cllr Watson also gave information to the PC saying not all villages wanted this scheme. SW advised us to put our case forward identifying the benefits but it is a complex matter as 20% reduction in emissions is questionable. For the County this scheme would have a big impact and there needs to be a balance that is fair for everyone. RH said that this village is a prime example of need because we have a school, playing field, village hall, pre-school, shop/PO, chapel, church, pub, village green and limited parking. Further discussion with Cllr Wilkinson was agreed.	
f.	Appleton Wombles. 2 dates for meeting have been agreed.	MT/RH
g.	Village Green tubs. Permanent planting was desired for the village green tubs and advice would be sought from SS who maintained the excellent village hall planting.	JMcR
7	Governance:	
a.	The Clerk's resignation was received by the PC on 27th February. A letter of acceptance was sent to the Clerk from the Chair on behalf of all councillors saying we are sorry to see you go and thank you for your help and support to the PC. This was reiterated at the meeting.	
b.	Financial Regulations. this had been sent in draft form from KB to the councillors with some amendments. The Chair asked for this document to be clearer and simpler to read and understand for the councillors.	KB
c.	Expenses Policy. to be considered and updated.	KB
d.	Filing cabinet spare key – obtained.	
8	Planning Matters:	

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a.	Rose Cottage. A request for a porch to this property on the village green could not be agreed by the PC as it would be unlawful to agree to this as it is village green. A letter to the resident would be sent to explain this situation.	KB
9	Correspondence:	
a.	A letter from the Highways department regarding the village green cutting agreement for 2 triangles that the PC cuts for the Highways department had been received. It was agreed that we should accept the payment offered for this.	KB
10	Financial Matters:	
a.	The monthly financial report had been received from the Clerk.	
b.	The bank reconciliation had been prepared by the Clerk and corrected by RJ and was received by the PC.	
c.	Regarding the CIL monies, DP will do the submission to HDC.	DP
d.	AGAR, no new training required at this time as RJ will complete this when it is due.	
e.	The transfer of money to the new bank account is completed.	
f.	The purchase of 2 picnic tables at a cost of £250 for 2 was agreed by the PC. They would be stored at Beech House.	KB
g.	A new procedure of contracts for services was required and a template from YLCR would be requested.	MT
h.	Invoices: The 4 invoices itemised on the agenda were agreed to be paid except the new subscription of £65 to SLCC which would not be required in the future.	KB
11	Reports:	
a.	Police Report – received and noted	
b.	Clerk's Report. The Clerk mentioned her difficulty in receiving a tax refund of £148.20 as there had been no response to her telephone calls or letter. She said as her employer we the PC can help to sort this out with HMRC. The Chair agreed to get in touch with the payroll firm and pay this amount within the Clerk's last payment and to retrieve these monies from the Inland Revenue. The Clerk also mentioned that the Santander bank had paid compensation to the council in the form of a refund of £30 because of the hassle there had been with this account. The Clerk asked for this amount to be given to KB for his generous help in this matter. This is to be agreed at the next meeting.	MT Agenda
c.	NYCC Councillor Report. apologies received	
d.	HDC Councillor Report. SW reported that there would be no changes to HDC for 12-18 months at least. The online application for green bins was now operational. The North Yorkshire Council appointments were now made.	
e.	AWPC Councillors' Reports - none	
12	Date and time of next meeting. MONDAY 3RD April 2023 at 7.30 pm.	
	The meeting closed at 9.05pm	
	Minutes prepared by SD for KB Clerk	

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