



Appleton Wiske Parish Council

MINUTES of the Ordinary Meeting held in the Village Hall on Monday 3rd July 2023 commencing at 7.30 pm.

PRESENT: Councillors – Ken Blackwood (acting Clerk), Shirley Duffield, Richard Johnson, Derek Partington, and Michelle Thompson (Chair).

IN ATTENDANCE: One member of the Public.

1	Public Participation, see item 9 (b).	<u>Action</u>
2	Apologies and approval for absence, received from Richard Hauserman and Jackie McReddie these were accepted. Cllr Annabel Wilkinson also offered her apologies.	
3	Chair's Acceptance of Office from Michelle Thompson, completed.	
4	Dispensations and Declarations of Interest, none.	
5	Approval of Minutes of the meeting on 5 June 2023, these were approved.	
6	To receive information on the following issues, and decide further action where necessary:	
a.	<u>Tree Survey</u>, to be arranged in late August or early September. This is to allow the trees to still have leaves on them. It was noted that the trees in the Church yard, 3 trees in the village hall car park and the tree outside Heathwaite should be included, safety being the concern re the latter.	KB SD RH
b.	<u>Storage</u> update , Cllr Partington reported on his correspondence with Broadacres. It appears that Broadacres may not be the registered owners of the garages. Proposals are awaited from Broadacres once the legal ownership has been established.	DP
c.	<u>Footpaths</u>, Path keeper update and Rounton path. Cllr Duffield reported on her further correspondence with NYC relating to the difficulties in walking this path. NYC confirmed that a section of this route is on their yearly seasonal vegetation cutting programme for undergrowth. The route was due its first cut by the end of June. Discussion was made on whether the new Parish Charter would allow the Parish Council to take responsibility of the maintenance of the grass cutting of footpaths (in particular the route to Rounton) if the funds could be made available directly to AWPC from NYC. Cllr Wilkinson will be asked to advise on this matter.	SD AW

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d.	<u>New notice board</u> . It was agreed that the Parish Council needs 3 boards for 6 A4 sheets on each board. Cllrs had looked at proposals but measurements, prices and material needed further discussion. Cllr Partington agreed to provide more details on this for a decision to be made at the next meeting.	JMc DP
7.	Business Matters:	
a.	<u>Resilience plan</u> . This is awaiting discussion with Cllr Wilkinson.	KB
b.	<u>Parish Wildlife map</u> . The chair reported that the Church nature trail wildlife day had provided a good start in putting records and photos together and these will be included in the next newsletter to provide more interest in the village. This will be an ongoing matter eg "what do you see in your garden"?	MT
c.	<u>20 mph scheme</u> . There had been an update from NYC to say they were not going to change from their policy and this is their recommendation, meaning there will be no blanket 20 mph in built up areas. They will however create a list of villages seeking 20 mph and will go through these lists once the policy is published.	RH
d.	<u>Business Continuity plan</u> . Cllr Blackwood has added information on the draft and will send this to Cllr Hauserman to be included for circulation to all Cllrs.	RH
e.	<u>Wheelie Bin Shelter</u> on village green. Cllr Blackwood has spoken to the residents and explained that the wheelie bin cannot be stored on the village green. Residents with no back access for bins are offered free plastic bags from HDC. It was explained that there cannot be a permanent structure on the village green as it is a criminal offence. Other residents will be advised.	KB
f.	<u>Bridge</u> . Cllr Johnson reported on the poor condition of the bridge over the River Wiske due to its overgrowth and ironwork rust. Cllr Blackwood will ask Highways to inspect this with a view to maintaining it in a general maintenance plan as it is a safety matter.	KB
8	Governance:	
a.	<u>Replacement Clerk</u> . A decision on the advertisement wording to be made at the next meeting. The Staffing Committee have reviewed the documentation required for recruitment.	SD MT
b.	<u>Standing Orders Review</u> . One amendment was required relating to a meeting now to be included in August and this was agreed. It was recognised that there is a need to review on an annual basis and deal with the ones that are appropriate for our Parish Council.	
9	Correspondence:	
a.	A letter had been received from a resident about the condition of the Rounton path. This has been reported to NYC (see 6(c)) and the resident has been advised.	

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b.	Request for a view on the relocation of the village shop to the village hall. A discussion was undertaken with the resident SC who asked for the Parish Council to give his idea consideration. It was explained that this planning application is a private one and alternatives could only be considered if this is refused.	
c.	North Yorkshire Council invitation to nominate: <ul style="list-style-type: none"> - The best community group - Volunteer of the year - Caring for the environment Cllr Blackwood would send the paper work on this matter. It was noted that we had had nominations in our village at our Coronation celebrations.	KB
10	Planning: 22/024741/FUL Village shop and Post Office.	
a.	The Parish Council would send a further letter of support on 4 July 2023 as advised by Cllr Wilkinson.	KB DP
11	Financial Matters:	
a.	Santander Bank accounts status <ul style="list-style-type: none"> i. Current account balance at 28/6 £3,936.73. Noted ii. Savings account balance at 28/6 £15,674.60. Noted 	
b.	Lloyds Bank account status <ul style="list-style-type: none"> i. Current account £10.00. Noted. 	
c.	<u>Internal control and Internal audit.</u> Cllr Johnson had circulated the Financial Report and Book Keeping spreadsheet which were agreed. The next report will be prepared for the October meeting.	RJ
d.	<u>Asset Register</u> , this is to be updated by Cllr Johnson.	RJ
e.	<u>Receipts:</u>	
	<ul style="list-style-type: none"> i. Correction to advised Parish Precept information £4,237.75. Noted. 	
	<ul style="list-style-type: none"> ii. Allotment rents receipts £19.87. Noted. One payment due. Reminder to be given to the allotment holder where rent is due. 	KB
	<ul style="list-style-type: none"> iii. Donations towards Coronation costs £13.30. Noted 	
	<ul style="list-style-type: none"> iii. Village hall contribution to floral display £200.00. Noted 	
	<ul style="list-style-type: none"> vi. Appleton Recreation Association (grass cutting) £120.00. Noted 	
f.	<u>Payment Adjustment:</u> <ul style="list-style-type: none"> i. Approved payment of £25.60 for Coronation activities expenses increased to £38.90 as £13.30 received in cash (see e. iii above) Noted 	
g.	<u>Invoices paid under Standing Order:</u>	
	<ul style="list-style-type: none"> i. Appleton Wiske Village Hall for Coronation £70.00. Noted 	
	<ul style="list-style-type: none"> ii. Appleton Wiske Village Hall for 2nd + 9th May meetings £32.00. Noted 	
h.	<u>Invoices to pay:</u>	
	<ul style="list-style-type: none"> i. Playing field grass and hedge cutting £192.00. agreed 	
	<ul style="list-style-type: none"> ii. Repairs to sunken path on village green £180. agreed 	
	<ul style="list-style-type: none"> iii. Whitegates for shrubs £139.93. agreed 	
	<ul style="list-style-type: none"> iv. Whitegates for shrubs £19.99. agreed 	
	<ul style="list-style-type: none"> v. Whitegates for shrubs and top soil £44.98. agreed 	
	<ul style="list-style-type: none"> vi. Whitegates for John Innes compost £19.00. agreed 	
	It was agreed to provide a simpler method for authorising purchases.	RJ

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12	Reports:	
a.	Police Report – The Police Report includes 1 report of “other crimes incl. drugs” in Appleton Wiske. On-line meeting for Cllrs with Asst Chief Constable due in July	KB
b.	Acting Clerk’s Report – Cllr Blackwood reported on the continued difficulties with the signatories for the Santander Bank accounts. It was confirmed that previous signatories who were Helen Johnson, Anthony Harris and Peter Beaumont were to be removed from both accounts. It was reported again that the Parish Portal does not work and Cllr Wilkinson has been asked to look into this matter. Highways would be informed directly. The picnic tables are stored in St Mary’s Church. An email had been received asking if we wished to join in the celebrations for D Day on 6 May 2024. It was agreed to reply that we would like to take part in the lighting of the Beacon together with a fish and chip supper. The Prime Minister would be asked to light our beacon and Terry’s service would be asked to provide our fish and chips. It was agreed to subscribe to the antivirus software ESET at £25 per year.	KB KB MT KB
c.	NYCC Councillor Report. Cllr Wilkinson had kept in touch with Cllrs via email and has sent a letter of support to planning regarding the village shop application.	
d.	AWPC Councillors’ Reports. Items for the next newsletter were requested. Permission was agreed for the Chair on behalf of the Parish Council to seek National Lottery funding for our newsletter. It was noted that the village hall committee had given permission for the Parish Council to use their post box in connection with land registry matters. Cllr. Johnson reported on the ARA AGM where it was agreed to pull down the pavilion as it is not needed now. The ARA would apply for funding to replace the surface of the play area.	MT MT
13	Date and time of next meeting, Monday 7th August at 7.30 pm.	

Minutes Approved on

Chair’s Signature

