



Appleton Wiske Parish Council

MINUTES of the Ordinary Meeting held in the Village Hall on Monday 4 March 2024 commencing at 7.30 pm.

PRESENT: Councillors – Derek Partington (DP) – Chair, Ken Blackwood (KB), Richard Johnson (acting RFO) (RJ), Jackie McReddie (JMc), Shirley Duffield (SD)

CLERK: Amanda Lambert (AWL)

IN ATTENDANCE: Two parishioners

1	Public Participation One member of the public was in attendance to discuss a replacement tree outside his property. It was suggested that the Village Green Policy be put back on the noticeboard and new parishioners be informed as part of their welcome pack. Another member of the public was in attendance regarding preparations for D-Day celebrations.	Action
2	Apologies and approval for absence – Councillors Richard Hauserman and Susan McDonnell County Councillor Annabel Wilkinson	
3	Dispensations and Declarations of Interest – None.	
4	Approval of Minutes of the previous meeting Resolved: (a) That the minutes of the meeting held on Monday 5 February 2024 be agreed as a correct record and signed by the Chair. (b) That the minutes of the meeting held on Monday 4 December 2023 be agreed as a correct record and signed by the Chair.	
5	Ongoing Issues:	
a)	New Noticeboard Now that the font had been clarified the Clerk to order the noticeboard with immediate effect. It was noted that the contractor would require two weeks' notice for installation.	
b)	D-Day Arrangements SD outlined the arrangements put in place so far and work still required: <ul style="list-style-type: none">➤ Formal registration (SD)➤ Communication to the Village (SG)➤ Pie and Peas (JMc)➤ Noticeboard information sheet (SD)➤ Village circulars (KB)	

Minutes approved on
Chair's signature

	<ul style="list-style-type: none"> ➤ Facebook information and responses (KB) ➤ Booking of Village Hall (SD) to be open from 6.30 – 8.15 pm ➤ ARA Field (RJ) ➤ Insurance check / Risk Assessment (Clerk) ➤ National Tribute at 9.15 pm (agreed SG to undertake) ➤ PA system ➤ Beacon – area to be fenced off with 9.00 pm lighting ➤ Choir music (40s style) – gazebo required – no band ➤ Planning for volunteers (parish councillors plus extra help) ➤ Mini-bar available ➤ Publicity – press release embargoed until 7 June 2024. ➤ Emergency services advised ➤ Donations to be discussed at a later date ➤ Involvement of the school children ➤ Memorabilia display in the Village Hall ➤ Consider the screening of the Beacon should the weather be poor ➤ Parking to be considered <p>Resolved:</p> <p>a) That the Parish Council would pay for the outlay of the food but will be recompensed following the event.</p> <p>b) That KB would investigate the type of gazebo available for purchase by the Parish Council</p>	KB
c)	<p>Grasscutting – Village Green Contract</p> <p>JM tabled a schedule of planned cuts – the first two cuts to include collection.</p> <p>Resolved: That the first two cuts to be picked up and that the Parish Council would monitor future cuts.</p>	AWPC
d)	<p>Village Tubs</p> <p>To be deferred to a future meeting.</p>	Clerk
e)	<p>Mowbray House Surgery</p> <p>Concern was expressed about the change to the availability of the doctors' surgery. Consideration was also given to the changes in prescription deliveries.</p> <p>Resolved: To contact the surgery (practice manager) to ask why the Parish Council were not informed about the change and to express concerns about the opening days.</p>	KB / DP
f)	<p>Parish Annual Assembly – 22 April 2024 at 7.00 pm</p> <p>Items for the Parish Annual Assembly were discussed to include:</p> <ul style="list-style-type: none"> ➤ Slide show ➤ Resilience Plan ➤ Update on the shop 	
6	Reports	
a)	<p>North Yorkshire Councillor</p> <p>Councillor Wilkinson had given her apologies for the meeting.</p>	

b)	Police There had been no police report.	
c)	AWPC Clerk The Clerk outlined her work and experiences so far with the Council.	
7	Business Matters:	
a)	Tree Survey It was noted that all costs were included in the fee proposals. A tree location plan would be provided, and the invoice could be split between the Parish Council and the Church. <i>Resolved: To go ahead with the tree survey with the preferred contractor at a cost of £600 incl VAT.</i> At this point further discussion was undertaken about the replacement of the tree on the Village Green. It was agreed that the resident could replace the tree outside his property if he so wished. Discussion followed regarding where to plant the saplings from the Woodland Trust. <i>Resolved: To replace two trees on the green area between Hunters Ride and The Paddock with the trees from the Woodlands Trust to be used.</i>	KB
b)	Business Continuity Plan Work on the Business Continuity Plan was being undertaken in the background.	
c)	Defibrillator Pads <i>Resolved: That the purchase of the defibrillator pads be agreed at a cost of £58.</i>	
d)	Garages to the Rear of Broadacres Properties A response from Broadacres was awaited. Their legal department was investigating.	
8	Correspondence:	
	All general correspondence had been circulated to Parish Council members.	
	Email from a parishioner regarding the tree outside his property and explained by the parishioner earlier in the meeting.	
9	Planning:	
a)	ZB24/00155/FUL – Replacement Dwelling at Prospect House Farm – no objections.	
b)	ZB24/00228/FUL – Single Storey Garage at Swallowfields – no objections.	
10	Financial Matters:	

a)	<p><u>Santander Bank accounts status:</u></p> <p>i) Current account balance at 29 February 2024 - £285.00 – noted. ii) Savings account balance at 29 February 2024 - £19,807.42 – noted. CIL Funding ring-fenced at £7,463.21.</p> <p>It was noted that KB had written to Santander as a formal complaint regarding the following:</p> <ul style="list-style-type: none"> ➤ They were continuing to send correspondence to the incorrect address despite their assurances that this address had been deleted from their records. ➤ KB had received an email with details of an ISA account that belonged to the previous Clerk. ➤ The Parish Council would report them to the Financial Ombudsman. <p>Resolved: That the budget for the newsletter would not go over £150 for future issues.</p>	
b)	<p><u>Lloyds Bank account status:</u></p> <p>Current account as at 29 February 2024 - £10.00 – noted. It was noted that work to change the address for the Lloyds account was ongoing.</p>	
c)	<p><u>Invoices paid:</u></p> <p>There had been no invoices paid since the previous meeting.</p>	
d)	<p><u>Payments received:</u></p> <p>It was noted that no payments had been received.</p>	
e)	<p><u>Invoices to pay:</u></p> <p>121 Technology Ltd – £175.78 (£78.78 PC and the remainder KB) NYC – Printing - £150.00</p> <p>Resolved: That the above payments be approved and to be paid by KB with the Parish Council recompensing for their share of the 121 Technology Ltd invoice.</p>	
f)	<p><u>CIL Monies</u></p> <p>Consideration was given to projects for the CIL funding:</p> <ul style="list-style-type: none"> ➤ Gazebos. ➤ Village Green in front of the shop – to be the subject of a separate meeting. KB to re-circulate the drawings. 	KB
g)	<p><u>Safety Matting / Bench</u></p> <p>It was noted that the ARA would be meeting to replace the safety matting and bench. There was also a concern about the potholes at the entrance to the field.</p> <p>Resolved: To write to the ARA regarding the potholes.</p>	SD
h)	<p><u>Government Grant for Parish Email Addresses (gov.uk)</u></p> <p>Resolved: To investigate the change to email addresses but to run in parallel with the current host.</p>	KB / Clerk
1	Member Reports	
1	There were no Member reports.	

1	Date and time of next meeting - Monday 8 April 2024 at 7.30 pm.	
2		
	Future Agenda Items: <u>April</u> Appleton Wiske Bridge Business Continuity Plan Garages AGAR The Plunkett Foundation Post Office / Shop	
	The meeting closed at 9.20 pm	
	Minutes prepared by AWL for RH.	

DRAFT