



## Appleton Wiske Parish Council

**MINUTES of the Ordinary Meeting held in the Village Hall on Monday 8 April 2024 commencing at 7.30 pm.**

**PRESENT:** Councillors – Richard Hauserman (RH) – Chair, Derek Partington (DP), Ken Blackwood (KB), Richard Johnson (acting RFO) (RJ), Jackie McReddie (JMc), Susan McDonnell (SMc)

**CLERK:** Amanda Lambert (AWL)

**NYC:** Councillor Annabel Wilkinson

**IN ATTENDANCE:** One parishioner

1	<b>Public Participation</b> One member of the public was in attendance to discuss the D-Day event arrangements.	<u>Action</u>
2	<b>Apologies and approval for absence</b> – Councillor Shirley Duffield	
3	<b>Dispensations and Declarations of Interest</b> – None.	
4	<b>Approval of Minutes of the previous meeting</b> <i>Resolved:</i> <i>(a) That the minutes of the meeting held on Monday 4 March 2024 be agreed as a correct record and signed by the Chair.</i>	
5	<b>Ongoing Issues:</b>	
a)	<b>New Noticeboard</b> There was no delivery date for the noticeboard yet. It was noted that the contractor would need two weeks' notice.	
b)	<b>Appleton Wiske Bridge</b> Despite NYC stating that the bridge is safe, the Parish Council are of the opinion that the bridge is unsafe and requires more netting / safety panels.  <i>Resolved: That the Clerk would contact NYC to inform them of the issue.</i>	Clerk
b)	<b>D-Day Arrangements</b> Simon Golding was in attendance and informed the Parish Council of work so far regarding the D-Day arrangements: <ul style="list-style-type: none"><li>➤ Pie and Peas would be ordered through the shop (cash with order £5.00).</li><li>➤ Church bells at 8.00 am.</li><li>➤ School poem at 11.00 am.</li></ul>	

Minutes approved on  
Chair's signature

21/5/24  
K.J. Blackwood

	<ul style="list-style-type: none"> <li>➤ Village Hall for pie and peas with a historic display.</li> <li>➤ Music by Peter Yuill and 40s music with Elwyn Rees Jones.</li> <li>➤ Mini-bar – Richard Smith – licence required (Parish Council).</li> <li>➤ Choir.</li> <li>➤ Lighting of the beacon at 9.00 pm.</li> <li>➤ Tribute and National Anthem.</li> <li>➤ Certificates for those taking part in the event.</li> <li>➤ Should bad weather occur then a screen to be used in the Village Hall.</li> <li>➤ KB to seek prices for a substantial gazebo.</li> </ul> <p><b>Resolved:</b></p> <p>a) <i>That the Parish Council would authorise £1000 for a gazebo with contributions sought from other organisations in the village.</i></p> <p>b) <i>That the Parish Council would authorise £21.00 for a mini bar.</i></p>	KB SD
c)	<p><b>Grasscutting – Village Green Contract</b></p> <p><b>Resolved:</b> <i>That arrangements be made for the first two cuts to be picked up and that the Parish Council would monitor future cuts.</i></p>	AWPC
d)	<p><b>Village Tubs</b></p> <p>It was noted that one tub would be planted with bedding plants paid for by Appleton in Bloom funding. One tub would be removed, and the Parish Council would look at an option for replacement.</p>	
e)	<p><b>Mowbray House Surgery</b></p> <p>KB had discussed the Parish Council's concerns regarding the opening of the surgery with Dr Rodgers.</p>	
6	<b>Reports</b>	
a)	<p><b>North Yorkshire Councillor</b></p> <ul style="list-style-type: none"> <li>➤ AW would attend the NY planning meeting.</li> <li>➤ Work on 20s Plenty was ongoing.</li> <li>➤ The mayoral candidate Keane Duncan would be in the Village on 25 April 2024 at 10.15 am.</li> <li>➤ NY Consultations were available on the NYC website.</li> <li>➤ Digital switch – links to be circulated.</li> </ul>	
b)	<p><b>Police</b></p> <p>There had been no police report.</p>	
c)	<p><b>AWPC Clerk</b></p> <p>The Clerk outlined the information from the NYC Parish Workshop attended on Monday 19 February 2024. Information on the following had been received:</p> <ul style="list-style-type: none"> <li>➤ Potholes – repairs and criteria.</li> <li>➤ Pest control / dog warden.</li> <li>➤ Highway Safety Inspection Manuel – link for Parish websites.</li> <li>➤ Budget information.</li> <li>➤ Parish Portal developments.</li> <li>➤ Central Planning Team – restructure.</li> <li>➤ Utility repairs</li> </ul>	

c)	ZB24/00228/FUL – Single Storey Garage at Swallowfields – approved.	
10	<b>Financial Matters:</b>	
a)	<u>Santander Bank accounts status:</u> i) Current account balance at 28 March 2024 - £439.18 – noted. ii) Savings account balance at 28 March 2024 - £19,307.42 – noted.	
b)	<u>Lloyds Bank account status:</u> Current account at 28 March 2024 - £10.00 – noted. It was noted that the address for correspondence had now been changed.  <b><i>Resolved: That the signatories to be changed to KB and JMc with MT to be removed from the signatory list.</i></b>	KB
c)	<u>Invoices paid:</u> There had been no invoices paid since the previous meeting.	
d)	<u>Payments received:</u> It was noted that no payments had been received.	
e)	<u>Invoices to pay:</u> YLCA – Membership Subscription 2024/25 - £226 KJB – Reimbursement for Domain Name and email hosting - £78.78 TP Jones & Co LLP – Payroll preparation April 2023 / March 2024 - £85.92 <b><i>Resolved: That the above payments be approved and to be paid by KB.</i></b>	
f)	<u>AGAR / Audit</u> <b><i>Resolved:</i></b> ➤ <b><i>That</i></b> ➤ <b><i>That Sarah Powell be appointed as internal auditor.</i></b>	KB
g)	<u>Quarterly Accounts</u> There was currently nothing to report.	
h)	<u>Budget</u> There was currently nothing to report.	
i)	<u>Parish Insurance</u> It was noted that the Parish insurance would be due within the next few months.	
j)	<u>North Yorkshire Council Grass Cutting Payment</u> The correspondence had not yet been received. The Clerk to investigate.	Clerk
11	<b>Member Reports</b> It was noted that KB would attend the Parish Charter meeting on 9 May 2024.	
12	<b>Date and time of next meeting:</b> <b>Monday 22 April 2024 at 7.00 pm – Annual Parish Assembly.</b> <b>Monday 13 May 2024 at 7.30 pm – Annual Parish Meeting.</b>	
	<b>Future Agenda Items:</b>	

7	<b>Business Matters:</b>	
a)	<b>Business Continuity Plan – Update</b> Discussion had taken place regarding parish records. The Chair, Clerk, RJ would be meeting to have a look at parish records on Monday 15 April 2024 at 4.00 pm.	
b)	<b>Defibrillator Relocation</b> It was noted that the cost of moving the defibrillator would be sought.	Clerk
c)	<b>Newsletter – May Edition</b> It was noted that there had been three expressions of interest for sponsorship of the newsletter which should cover the cost of printing. The Chair would liaise with Michelle Thompson and asked Parish Councillors to send him items for inclusion in the newsletter	Chair AWPC
d)	<b>Staffing Committee</b> It was noted that the Staffing Committee would need to be agreed at the Annual Meeting in May including a review of the terms of reference and the election of a Chair.	
e)	<b>Parish Emails</b> Further investigation into changing to gov.uk parish emails would take place. It was noted that £100 was available to Parish Councils to help with the transfer. Questions to be forwarded to KB in the first instance and YLCA to be asked for their advice.	KB
f)	<b>Village Green</b> Discussion was held regarding the ongoing damage to the Village Green. It was suggested that posts be installed to stop vehicles riding over the edges. <i>A vote took place with 1 vote for (KB) and 5 against (RH / RJ / SMc / JMc / DP).</i> <i>Resolved: That posts should not be used on the Village Green but that Parishioners to be reminded of the issues in the upcoming newsletter.</i>	
g)	<b>Parish Assembly / Annual Parish Meeting</b> It was noted that the Parish Assembly would take place on 22 April 2024 commencing at 7.00 pm. A notice would be distributed to all homes. Refreshments would be available. JMc and KB to give talks.	Chair
8	<b>Correspondence:</b>	
	All general correspondence had been circulated to Parish Council members.	
	Parishioner – Siting of trees – The Paddock – response drawn up.	
	Parishioner – Village Green	
9	<b>Planning:</b>	
a)	ZB23/01649/FUL – Construction of four detached bungalows – site meeting notification - amended plans – contact to be made regarding clarification as there appeared to be no change on the plans.	DP
b)	ZB23/01880/FUL – Construction of 9 dwellings, Village Farm - amended plans – contact to be made re amended plans outlining piling issues.	DP

	The meeting closed at 9.35 pm	
	Minutes prepared by AWL for RH.	

Minutes approved on 9/5/24  
Chair's signature K. J. Blackman