

# ASKHAM BRYAN PARISH COUNCIL

## MINUTES of a meeting of the PARISH COUNCIL (PC)

held on Thursday 18<sup>th</sup> July 2024 starting at 7:30pm in the Village Hall.

**PRESENT:** Councillor Helen Dawson (Chair)  
Councillors Julie Barber Kathryn Smith David Wiseman  
Jason Boakes Mark Walker

**In attendance:** One member of the public and the Clerk.

1. **APOLOGIES.** Cllr. Peers.

2. **DECLARATIONS OF PECUNIARY INTEREST:** None.

### 3. PUBLIC PARTICIPATION

No matters were raised by the member of the public in attendance.

### 4. MINUTES OF THE MEETING OF THE PC HELD ON 20<sup>th</sup> JUNE 2024.

It was **resolved** that the minutes of the meeting of the PC held on 20<sup>th</sup> June 2024 be approved. The minutes (including an amendment suggested prior to the meeting) were signed by Cllr. Walker as he was in attendance at the meeting.

### 5. PLANNING

#### a. Planning Applications Received

One planning application had been received since the circulation of the agenda for the June 2024 meeting as follows;

- i. 24/01028/TCNOT - Opposite 3 Main Street - Installation of 1no. 9m wooden pole for the deployment of superfast broadband. This had since been determined, see 5b below.

#### b. Planning Decision Notices Received

Two planning decision notices had been received as follows;

- a. 24/01028/TCNOT - Opposite 3 Main Street - Installation of 1no. 9m wooden pole for the deployment of superfast broadband.
- b. 24/00145/ADV - Highway Verges At Askham Bar Park And Ride Entrance Tadcaster Road, Dringhouses - Display of 1no. oak timber lectern.

The local planning authority had approved both of these.

### 6. CRIME REPORT

There had been one crime on the report for June. On the 22<sup>nd</sup>, an outbuilding at Askham Bryan College had been broken into and damage done to the inside with a fire extinguisher and some animals had been released. One male had been arrested for burglary.

### 7. REPORT FROM WARD COUNCILLOR HOOK

There was no report as Ward Cllr. Hook was not in attendance.

### 8. OTHER MATTERS.

#### 8.1 Plans for the 2024 Christmas Event.

There was a problem with the previously agreed date for the Christmas Tree lighting event of 7<sup>th</sup> December 2024 as the Village Hall had been booked for hire by someone else. Options considered included the previous Saturday (30<sup>th</sup> November) or the one following (14<sup>th</sup> December) or having the event on a Sunday. The time of the event would be as it gets dark. The Good Eggs WhatsApp group would be used to get non-Councillors involved

in helping with the event and with putting up the tree. Cllr. Dawson would ask Cllr. Peers when the Christmas trail would be put up. It was agreed to pencil in 1<sup>st</sup> December 2024 as the date of the event (with the 8<sup>th</sup> as second choice) and a booking would be made with the Village Hall bookings secretary. The Village Hall would not charge for hire of the Hall and agreed to share the cost of the tree with the PC.

There would be a separate event at the public house (avoiding Friday or Saturday nights). Mince pies and pigs in blankets would be served. Two dates were considered, 12<sup>th</sup> or 19<sup>th</sup> December 2024, the latter was chosen. It was resolved to set a budget of £50 and Cllr. Wiseman agreed to speak to the landlord about this. The event would be advertised in the next two newsletters, by posters, via WhatsApp and on the website and Facebook page. It would be advertised as a Village get-together from 7pm onwards.

It was **resolved** to proceed as outlined above with informal meetings of Councillors to implement the agreed plan.

## 8.2 Programme of reviewing Parish Council policies and documents.

A programme of reviewing policies and documents by considering one per meeting was ongoing and the Terms of Reference of the Natural Environment Committee were therefore considered. At its July meeting, the Committee had request that the second bullet point under Responsibilities be changed from “the trees within the Recreation Area” to “the trees *and understorey* within the Recreation Area”. It was **resolved** that the Terms of Reference as circulated with the agenda papers be adopted to include this amendment.

## 9. FINANCE

### 9.1 Report of invoices to be paid

It was **resolved** that payment of the following invoices to be approved, all in favour.

- Clerk’s Salary 01/06/2024 to 30/06/2024 plus deductions payable to HMRC
- Pack of five ruled softcover 160-page A4 spiral bound notepads from AOS Supplies online (bought by the Clerk) - £5.90 plus £5.95 shipping plus £2.37 VAT.
- Information Commissioner’s Office - annual registration – Direct debit payment of £35 to be taken 18<sup>th</sup> August 2024.
- Eleven trays of geraniums at £2.75 a tray from Dalby’s Nurseries (£30.25) and multi-purpose compost from Garforth Garden Centre at £7.50. Bought by K. Nolan, total £37.75.

### 9.2 Setting up an interest earning account.

The Clerk had telephoned the bank to set up an interest earning account and after an hour on the line, was told that because he was not a signatory, the bank were not authorised to accept instruction from him. It was agreed that the Clerk’s level of authority be upgraded to that of full signatory to allow him to move this forward.

## 10 CORRESPONDENCE AND SOCIAL MEDIA

A list of correspondence had been circulated and the contents noted. Item 724 was from City of York Council regarding the new garden waste subscription scheme.

## 11 ACTION TRACKER

An Action Tracker had been circulated with the agenda papers listing all previously agreed actions and reports on progress.

- The Clerk had emailed the insurance company seeking clarification regarding insurance cover for the PC using volunteers to cut the grass in the Recreational Area.
- The landlord of the public house had not submitted an invoice for his expenses regarding the Christmas event and it was agreed to mark this as completed on the Action Tracker.
- Proposals to address concerns about the new entrance to the Recreational Area had not been addressed as the necessary changes were not as straightforward as originally thought. However the level of risk to which had led to the resident requesting this work was deemed to be minimal and it was agreed to mark this as completed on the Action Tracker. The situation would be monitored.

- The request that the Natural Environment Committee be asked to develop a strategy for the maintenance of trees would also be considered as completed on the Action Tracker as they had discussed this at one of their meetings.
- The suggestion that the PC considered taking responsibility for grass cutting within the village the cost of which could be claimed back from CYC using their double taxation grant would also be considered as completed on the Action Tracker. It was unlikely that such as request would be granted.
- There was no progress on the public rights of way and the Clerk would email the Chair of Askham Richard PC for an update.

## **12 DATE OF NEXT MEETING**

The dates of forthcoming meetings in 2024 were;

15<sup>th</sup> August, 19<sup>th</sup> September, 17<sup>th</sup> October and 21<sup>st</sup> November. All to be held at the Village Hall at 7:30pm

The meeting closed at 8:08pm.

Signed

15 July 2024