

PARISH COUNCIL OF NUNBURNHOLME WITH KILNWICK PERCY

Minutes of a Meeting of the Parish Council (PC) held on Thursday 9th January 2020 at 19:30 hrs at the Buddhist Retreat, Kilnwick Percy.

The meeting was chaired by Cllr Phillips.

Present: Cllr Phillips, Richardson, Bird, Bird, Hardstaff, Atkinson and Clements.

OPEN FORUM

Nothing was discussed here.

Meeting started at 19:30 hrs

1. **Welcome and Apologies** – Ward Cllr Rudd.
2. **Declarations of Interest** – None.
3. **Signing of the Minutes of the Parish Council Meeting Held on 7th November 2019**- These were signed as a true and accurate record,
4. **Matters Arising (including outstanding actions not listed on the agenda)**

Littering in the Layby Near the Golf Club

Cllr Phillips reported an instance of fly-tipping shortly after this was discussed in November's meeting. Cllr Phillips proposed to approach the Golf Club about resolving this. ACTION: Cllr Phillips and Cllr Atkinson to liaise with the golf club and update the PC at the next meeting.

Accounts

Cllr Phillips informed the PC that he had made enquires to switch the PC accounts across to HSBC. He has been advised that all three signatories need to have a meeting with the business department to set up the new account. ACTION: Cllr Phillips to send available dates to Cllr Atkinson and Cllr Robert Bird.

State of Roads in Nunburnholme

The clerk had escalated this to Ward Cllr Rudd but he has had no update as yet. Cllr Hardstaff noted that some repairs had been carried in November and further asked whose responsibility the grass verges were. The clerk noted that if ERYC cut the verges then they are their responsibility. ACTION: Clerk to forward relevant correspondence to Ward Cllr Rudd to escalate. ACTION: Cllr Phillips to write a formal letter to ERYC requesting that the state of the roads be addressed as a priority.

Website Administration

The clerk has been liaising with ERYC who have agreed to set up an interim website as they are currently updating the functionality of the current PC websites. ACTION: Clerk to update the PC at the next meeting.

Review of Red Telephone Box

The clerk responded to the consultation and noted that she has heard nothing further.

Flooding at Fishpond Hill

Cllr Phillips reported that he is yet to write to ERYC regarding this. ACTION: Cllr Phillips to update the PC at the next meeting.

5. Accounts

The bank statement and bank reconciliation could not be signed as the clerk was missing October's detailed bank statement. ACTION: Cllr Phillips to request a duplicate statement for this period.

The schedule of payments was signed by Cllr Phillips and Cllr Richardson.

The following invoices were approved for payment and cheques were signed by Cllrs Phillips and Richardson;

Samantha O'Connor – (salary), cheque no. 000738

Samantha O'Connor – (expenses), cheque no. 000739

HMRC - £64.60 (deductions for clerks PAYE), cheque no. 000740

ERYC - £202.15 (grounds maintenance), cheque no. 000741

6. Precept

The clerk had prepared a report for the Cllrs consideration including two proposals. A discussion was held and given the low reserves that the PC currently have, Cllr Phillips proposed to keep the precept at £6700, Cllr Robert Bird seconded this and all agreed. The clerk noted that this would see a reduction of £0.91 on a band D property in line with the tax base. The clerk and the Chair signed the relevant form.

ACTION: Clerk to send the form back to ERYC before the 17th January.

7. Planning Applications

19/03533/PLF Erection of a detached building for use as office/ store/ garage and welfare facilities. Location: Olde Home Farm, Millington Lane, Kilnwick Percy. The decision by ERYC to approve this application was read out by Cllr Phillips.

19/04129/PLF Erection of a detached garage and new dropped kerb (retrospective application to retain as built) Location: Briary Dene, Church Lane, Nunburnholme. Cllr Hardstaff noted that the original application was for a smaller garage and that this new development overshadowed the property. Cllr Clements echoed this view. A discussion was held, and the PC agreed to respond to the application objecting to it. Due to the scale and scope of the project which now dominates the site, the PC have concerns about the precedent that this may set for future applications within its boundaries and wish to record its concerns about the retrospective aspect and the unauthorised build. The PC do not seek demolition, however. ACTION: Clerk to respond accordingly.

19/02960/PLF Erection of a stable for private use. Location: The Paddocks, Millington Lane, Kilnwick Percy. The decision by ERYC to approve this application was read out by Cllr Philips.

8. Review of Clerks Contract

The clerk had sent a revised version to all Cllrs prior to the meeting. Amendments had been made to detail holiday entitlement and remove previous ambiguity from some sections. All agreed that this new version be signed and was subsequently signed by both the clerk and Chair.

9. Strengthening Police Powers to Tackle Unauthorised Encampments Consultation

Cllr Phillips ran through the consultation questions and the PC completed the survey as required. ACTION: Clerk to send this back to NALC.

10. Community Issues

None.

11. Correspondence

The clerk notified the PC that she had received a letter from ERYC asking the PC if they wish to continue with the grass mowing service. All agreed to continue with this at the rate of £173.52 + VAT. ACTION: Clerk to respond to ERYC accordingly.

12. **Date of Next Meeting** – 5th March 2020 at 7.30pm in the Buddhist Retreat, Kilnwick Percy.

ACTION: Clerk to draw up a meeting schedule for 2020/21.

There being no further business, the meeting closed at 20:45 hrs.

Signed as a true and correct record _____ **Date** _____