

# NUN MONKTON PARISH COUNCIL

OFFICIAL NOTICE OF NUN MONKTON PARISH COUNCIL MEETING TO BE HELD VIA ZOOM, ON  
THURSDAY 11<sup>TH</sup> FEBRUARY 2021 AT 7PM.

Chairman: Cllr DRC Wood

Parish Council Manager (PCM): Mrs H Guest, 40 Linden Way, Thorpe Willoughby, YO8 9ND.

[nunmonktonpc@gmail.com](mailto:nunmonktonpc@gmail.com)  
<http://www.nunmonktonparishcouncil.co.uk>

Meetings are open to the Press and Public except for any item labelled as Part 2 under the Public Bodies (Admission to Meetings) Act 1960, Section 1.

**Press and public may not speak when the Council meeting is in progress; when Councillors are discussing business or in the process of decision making.**

- Any elector is entitled to attend this meeting and any concerns, questions or suggestions will be taken after the Chairman welcomes those present. The time for this will be limited to 15 minutes.
- Decisions cannot be made at this meeting on items not on the agenda (unless at the discretion of the Chairman).
- Councillors and visitors to sign the Attendance Book.

## Agenda Items

### Part 1

#### **21001: Attendance:**

1. Attendees: PCM to make a note of attendees.
2. Apologies: Council to receive apologies and any reasons for absence from Councillors; to consider and resolve whether to accept any reasons given.
3. It is not possible to sign Attendance Book, as the meeting is online.

**21002: Welcome:** Chairman to welcome Councillors and electors to the meeting.

**21003: Interests:** Chairman to remind members of the need to make any declarations of interest in any agenda items.

#### **21004: Minutes:**

1. To resolve whether to accept the Minutes of previous meeting.
2. Chairman to sign minutes if approved (Chair and PCM to facilitate).

#### **21005: Elector's Comments:**

1. Blocked drain underneath the road through the Village caused flooding to nearby properties – PCM asked County Cllr to assist and, following protracted efforts, a jetter attended to clear the blockage, which relieved the flooding.
2. Multiple queries from one resident about what the Highways have done/are doing on Pool Lane regarding inspecting the bridge and repairing damage caused as a

result of the January accident – Parish Council has received no updates from NYCC and resident advised to contact Highways directly.

3. Resident queried why potholes on New Lane not filled in – PCM advised that NYCC Highways have a repairs programme based upon priorities they control and do not inform the Parish Council as to when any repair works may take place. Resident advised to contact Highways directly.
4. Resident asked which version of Standing Orders is current – PCM advised that current policies are always on the website.
5. Resident concerned about worsening of potholes on tracks – see tracks update later in agenda.

**21006: Reports:**

1. County Councillor.
2. Ward Councillor.
3. Police.
4. Other representatives:
  - a. Chairman
  - b. Parish Council Manager
    - (i) Following an accident early January at the bridge on Pool Lane, PCM has asked the County Cllr whether Pool Lane can be added to the gritting schedule.

**21007: Planning:**

**Applications:**

1. 20/04194/FUL: Rear extensions to No 3 and 4 South View. Extension of time for comments approved.
2. 20/04890/FUL: Replacement conservatory at 6 New Lane. Extension of time for comments approved. Application subsequently withdrawn.
3. 20/05057/FUL: Demolition of single storey extension and erection of two storey extension and porch at 1 South View.
4. 21/00240/FUL: Single storey extension at Lea House.

**Decisions:**

1. 20/02801/FUL at Savage Garth – approved.
2. 20/03871/TPO at St Marys Church – approved.

**Other:**

1. Planning Enforcement notice – possible planning breach at Savage Garth, Nun Monkton being investigated by Planning Enforcement.

**21008: Finance:**

**a) Account Balances:**

- |  |           |
|--|-----------|
| 1. Current account as at 31 <sup>st</sup> January 2021 | £7,676.28 |
| 2. Savings account as at 31 <sup>st</sup> January 2021 | £3,762.35 |

**b) Payments made under delegated powers:**

- |  |         |
|--|---------|
| 1. T Backhouse & Son (fence posts)           | £528.00 |
| 2. GF & CH Johnson & Son (post installation) | £270.00 |
| 3. Information Commissioner                  | £40.00  |
| 4. Autela Payroll Services                   | £51.25  |

**c) Payments to be made:**

- |                                |        |
|--------------------------------|--------|
| 1. YLCA (2x cemetery webinars) | £45.00 |
|--------------------------------|--------|

To note payment of Parish Council Manager's salary

**d) Receipts:**

- |                               |           |
|-------------------------------|-----------|
| 1. Interest                   | £0.09     |
| 2. RPA (Basic Scheme)         | £1,454.57 |
| 3. HC Townsend & Son (burial) | £100.00   |

**e) Other:**

1. Cattle Collars: Cllr Wood to advise on progress and costs for cattle collar repairs/replacement.
2. Audit: To resolve whether to utilise the services of YLCA for the Audit this year at a cost of £200.
3. Budget/Precept: To discuss and resolve precept requirements.

**21009: Village Green and Maintenance**

1. Tree Assessment: Update on tree works.
2. Tracks: Cllr Winship to give updates (if there are any).
3. Burial Ground Gate: It was highlighted ahead of the December 2020 meeting that the top of the gate is beginning to rot. Cllr Wood volunteered to obtain quotes for new gates to present to the next meeting. Note that in the last agenda, it was incorrectly reported that a memorial was temporarily laid down on the ground to allow access for a mini digger and then re-erected. Information has been received subsequently that the memorial was laid down as it was at an odd angle and then replaced correctly (monumental mason qualified personnel carried this out).
4. Pump refurbishment: Cllr Wood took on responsibility for this project and to update Council as to progress.
5. Notice board refurbishment: PCM has established that Ward Cllr does not receive funds at all and so cannot assist, but preliminary enquiries with County Cllr have established that some assistance with funding might be available in the new financial year.
6. Drains: Following the blockage of the Highways drain under the road through the Village, it was established that this drain (nor any others in the Village) have been entered onto the NYCC system for drain jetting/clearance. Advice received that these would now be added to the schedule, but it needs to be confirmed with Highways that the drains have actually been added, as promised. Mr Charles Ashby has kindly produced a plan of the drains underneath the Village Green for reference. To discuss and resolve whether any action is required at this time.

**21010: Traffic Working Group**: Cllr Wood, as Chair of the WG, to update the Council regarding the progression of this issue.

**21011: Correspondence received** – various adverts received.

**21012: Items for the next agenda.**

**21013: To resolve date of next meeting**

**Closure of Part 1 meeting.**

**21014: Confidential Business**

To resolve whether to exclude press/public on the grounds that the matter affects individual staff members/legal/procedural/finance issues.

**21015: Legal matters:**

1. PCM to update the Council on progress of the easement at West Side Farm, then to resolve any actions.
2. PCM to update the Council on progress of the easement and wayleave at the Alice Hawthorn then to resolve any actions.
3. Easements – to discuss setting a charging schedule for easements over and above the existing requirement to pay the Parish Council's legal costs, particularly where additional building plots/buildings are planned and to resolve any actions.

**21016: Burial Ground issues:** Chairman to brief Councillors on issues raised as a result of the attendance of the Chair and PCM on a cemetery management webinar. PCM to brief Council on issues raised in subsequent webinars. To resolve any actions.

**21017: Staffing matters:** PCM to brief Councillors on current issues, including approval of 13 hours of overtime spent on burial ground matters and any actions to be resolved.

**Closure of Part 2 meeting.**

**Signed:** Helen Guest  
Parish Council Manager  
Nun Monkton Parish Council

**Date:** 6th February 2021