

# NUN MONKTON PARISH COUNCIL

OFFICIAL NOTICE ANNUAL COUNCIL MEETING OF NUN MONKTON PARISH COUNCIL TO BE HELD  
THE YORKSHIRE HEART VINEYARD AND BREWERY, POOL LANE, NUN MONKTON, YO26 8EL, ON  
FRIDAY 28<sup>TH</sup> MAY 2021 AT 7.15PM.

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

#### **21031: Statutory Annual Meeting Business**

##### **a. Election of Chairman of the Parish Council**

- (i) Councillors to elect a Chairman for the year
- (ii) Chairman to sign Acceptance of Office: PCM to witness signature
- (iii) PCM to countersign Chairman's Acceptance of Office

##### **b. Election of Vice Chairman of the Parish Council**

- (i) Councillors to elect a Vice Chairman for the year
- (ii) Vice Chairman to sign Acceptance of Office: PCM to witness signature
- (iii) PCM to countersign Vice Chairman's Acceptance of Office

#### **21032: 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. All present are requested to sign the Attendance Book.

**21033: Welcome:** Chairman to welcome Councillors and electors to the meeting.

**21034: Interests:** Chairman to remind members of the need to make any declarations of interest in any agenda items.

**21035: Minutes:**

1. To resolve whether to accept the Minutes of previous meeting.
2. Chairman to sign minutes if approved

**21036: Council Policies:** to consider policies/procedures which may need revision and to resolve whether to approve new/amended policies or to confirm that existing documents remain appropriate.

**21037: Committees:** to resolve composition of any committees deemed necessary for the smooth running of the Council and to elect members.

**21038: Representatives:** to resolve whether to appoint any representatives to outside bodies.

**21039: Elector's Comments:** to receive comments on agenda items from electors present (for information only): PCM to make notes of comments and potentially to add to a future agenda.

**21040: To receive reports** for information only from the following:

- a. NYCC Councillor
- b. Ward Councillor
- c. Police
- d. Parish Council Manager
  - (i) Permission requested and granted for landscaping materials to be stored on the Village Green outside Alderbrook Cottage, Moor End for a period of 1 week from 1<sup>st</sup> June 2021.
  - (ii) Future resident requesting information regarding flooding and issues relating to the Green. Advised to contact NYCC regarding flooding and difficulties regarding the tracks when the water table is high were explained.
  - (iii) Telephone Box Library has been cleaned out and reopened.
  - (iv) Defibrillator developed a fault – loan equipment is currently in place until the fault repaired and original returned.
- e. Other representatives

**21041: Planning:**

**Applications:** None.

**Decisions:**

1. 21/00586/DVCON: Conditions variation at West Side Farm. Approved.

**Other:** None.

**21042: Finance:**

**a) Account Balances:**

1. Current account as at 30<sup>th</sup> April 2021 £15,071.48
2. Savings account as at 30<sup>th</sup> April 2021 £3,762.44

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

1. D Winship (reimburse tarmac) £35.00
2. YLCA (2x webinars) £45.00
3. Autela Payroll Services £61.45
4. YLCA (annual subs) £129.00
5. HDC Management Services (planned tree works) £420.00

**c) Payments to be made:**

1. BHIB (Insurance)	£497.79
2. HDC Management Services (emergency tree works)	£228.00
3. D Woods (reimburse refurb of Village pump)	£400.00

To note payment of Parish Council Manager's salary

**d) Receipts:**

1. NYCC (grass cutting)	£57.13
2. Interest	£0.09
3. NYCC (locality grant)	£1,200.00
4. RPA	£1,351.90
5. HBC (precept 1 <sup>st</sup> half)	£6,000.00

**e) Other:**

1. RPA: To note that applications have been submitted for the both the Basic and Higher Level grants for 2021.
2. Information Commissioner: to note that registration for the year has been confirmed.

**21043: YLCA:**

1. The future of remote meetings: YLCA have advised that the temporary legal allowance to carry out PC meetings has now come to an end. This has led to disappointment in the local government sector and, as result, a consultation has been opened to seek views which will be put forward for a possible change to legislation. The current legislation was enacted in 1972 before the internet existed and a change is believed to bring this up to date. To resolve whether and how to respond to the consultation.
2. Dept for Culture, Media and Sport (DCMS): have launched a consultation into improving broadband connectivity in hard-to-reach places. To resolve whether and how to respond.

**21044: Village Green and Maintenance**

1. Trees: To note that a report was received from a resident regarding dead branches in the lime tree outside the school. The head teacher at the school was immediately advised of the potential danger to pupils and was advised to keep pupils and parents away from the vicinity. An emergency assessment was carried out by an arboriculturalist company and the recommended works were quickly carried out. The school has been informed that the area is now as safe as possible. Of note, the issue of insurance was raised: advice received from the Parish Council insurers was that issues regarding use of the Green for normal recreational activities were covered under the PC policy, but that climbing trees or the use of swings (for example) were the responsibility of the school (or individual) to insure against.
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 – these quotes are awaited and will be discussed during the Part 2 session once received.
4. Pump refurbishment: This has now been completed.
5. Grass Cutting Schedule: To consider whether the schedule needs any amendments due to the grass growth/weather conditions.
6. Installation of bench near phone box library: To consider whether a bench should be installed near the phone box. To resolve any actions.
7. Litter along Pool Lane: To discuss this issue and resolve any actions.

8. Bulbs: To consider whether to purchase bulbs to plant along Pool Lane.

**21045: Traffic Working Group:** Cllr Wood, as Chair of the WG, to update the Council regarding the progression of this issue.

**21046: Correspondence received**

- a. Various adverts received.
- b. Nominations invited for Queens Awards for the Voluntary Sector (QAVS)
- c. Arthritis Self-Management event via Zoom on 23<sup>rd</sup> June. Email circulated.

**21047: Items for the next agenda.**

**21048: To resolve date of next meeting**

**Closure of Part 1 meeting.**

**21049: Confidential Business**

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

**21050: Legal matters:**

1. West Side Farm easement: to discuss and resolve whether to sign the documentation.
2. 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.

**Closure of Part 2 meeting.**

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

**Date:** 24<sup>th</sup> May 2021