

# NUN MONKTON PARISH COUNCIL

OFFICIAL NOTICE OF NUN MONKTON PARISH COUNCIL MEETING TO BE HELD AT THE YORKSHIRE HEART VINEYARD AND BREWERY, POOL LANE, NUN MONKTON, YO26 8EL, ON THURSDAY 14<sup>TH</sup> SEPTEMBER 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

#### **21062: 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.

**21063: Welcome:** Chairman to welcome Councillors and electors to the meeting.

**21064: Interests:** Chairman to remind members of the need to make any declarations of interest in any agenda items.

#### **21065: Minutes:**

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

#### **21066: Elector's Comments:**

1. Concerns were raised about the safety of the goal posts on the Green at Moor End.

#### **21067: Reports:**

1. County Councillor.
2. Ward Councillor.

3. Police.
4. Other representatives:
  - a. Chairman
  - b. Parish Council Manager
    - (i) Yorkshire Flood Resilience Project presentation was cancelled after a number of rearranged dates from them. Slides from the potential presentation are available for residents if they would like them.
    - (ii) Permission given for various skips to be placed onto the Village Green – Councillors informed.
    - (iii) Attempt to scam Parish Council – PCM to report.

**21068: Planning:** Items to be advised ahead of meeting

**Applications:**

1. 21/02465/FUL: Erection of dormer extension to rear elevation at The Cottage, Nun Monkton. Email responses from Councillors of no objections – to retrospectively approve.

**Decisions:**

1. 21/01931/FUL: Erection of an extension to existing grain store at Sweethills Farm House – Approved.
2. 21/02714/FUL: Two storey rear, first floor infill and rear extensions at Haveray Park Hall – Approved.
3. 21/01037/DVCON: Variation of condition 2 (approved drawings) to allow for reconfiguration of internal layout and alterations to windows of Planning Permission 17/03095/FUL - Conversion of barns to form 2 dwellings, erection of 1 dwelling and associated garaging, formation of hardstanding, associated boundary treatments, landscaping, installation of package treatment plant and demolition of agricultural buildings (as amended) at West Side Farm – Approved.
4. 21/02499/DVCON: Application to vary condition four of application Reference Number: 98/02823/COU at Alderbrook Cottage – Approved.

**Other:**

**21069: Finance:** Items to be advised ahead of meeting

**a) Account Balances:**

- |   |            |
|---|------------|
| 1. Current account as at 31 <sup>st</sup> August 2021 | £13,330.02 |
| 2. Savings account as at 31 <sup>st</sup> August 2021 | £3,762.53  |

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

- |                            |           |
|----------------------------|-----------|
| 1. C Broadley              | £585.00   |
| 2. GF&CH Johnson (grass)   | £1,080.00 |
| 3. Autela payroll services | £52.20    |

Mmmm

**c) Payments to be made:**

- |                                   |           |
|-----------------------------------|-----------|
| 1. Vision ICT (website provision) | £169.80   |
| 2. GF&CH Johnson (grass)          | £1,080.00 |

To note payment of Parish Council Manager’s salary

**d) Receipts:**

**e) Other**

1. Audit:

- (i) To certify Nun Monkton Parish Council as exempt from external audit for the fiscal year 2020/21.
- (ii) To note the Annual Internal Audit Report for 2020/21 included at page 4 of the Annual Governance and Accountability Return 2020/21.
- (iii) To approve Section 1 – Annual Governance Statement 2020/21 for Nun Monkton Parish Council on page 5 of the Annual Governance and Accountability Return 2018/19.
- (iv) To approve Section 2 – Accounting Statements 2020/21 for Nun Monkton Parish Council on page 6 of the Annual Governance and Accountability Return 2020/21.
- (v) To approve the publication of documents required by the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities

**21070: Village Green and Maintenance**

1. Trees: Council to receive updates if any.
2. Tracks: Cllr Winship to give updates (if there are any). PCM to add results of research carried out.
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 and to give update to the Council as to progress.
4. Notice board refurbishment: (Item deferred previously) 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.
5. Drains:
  - a. Issue raised regarding drainage problems at South View were discussed at a previous meeting by a South View resident with County Cllr Andy Paraskos. Cllr Paraskos subsequently advised that he would like to arrange a meeting with the engineer and his contact details were passed onto the resident. It is understood that 8 weeks later, the resident has not contacted Cllr Paraskos.

**21071: Traffic Working Group**: Cllr Wood, as Chair of the WG, to update the Council regarding the progression of this issue.

**21072: Councillor Vacancy** – Following the recent resignation of Cllr Lee Dwight, a Notice of Vacancy was issued by Harrogate BC. Subsequently, HBC issued the Council with a Co-option Notice which has been published on the Council website. Chairman to ascertain whether any attendees at the meeting wish to be considered as Councillors. PCM to advise on procedure if this is the case. Council to resolve any action to take.

**21073: Correspondence received**

Items received passed to Councillors, including adverts and online informative events.

**21074: Items for the next agenda.**

**21075: To resolve date of next meeting**

**Closure of Part 1 meeting.**

**21076: Confidential Business**

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

**21077: Legal matters:**

1. PCM to update the Council on progress of the easement at West Side Farm, then to resolve any actions.
2. Request received to tarmac part of the Village Green track towards the access for West Side Farm. To resolve any actions.
3. PCM to update the Council on progress of the easement and wayleave at the Alice Hawthorn then to resolve any actions.
4. 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.

**21078: Burial Ground issues:** PCM to advise Councillors regarding current status and work which will be necessary to update the burial records.

**21079: Staffing Issues:** PCM to discuss confidential staffing matters.

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

**Date:** 9<sup>th</sup> September 2021