

Minutes of the Ordinary meeting of Kelfield Parish Council held virtually via Zoom on Monday 11 May 2020.

Present: Cllr T Bell, Chairman in the Chair
Cllrs M Neale, R Bramley, R Gascoyne, S Lister, N Drayton.
The Clerk
County Councillor, R Musgrave

Public Session

There were no matters raised.

1.0 Apologies for Absence

1.1 Apologies; District County Cllr N Reader and Cllr C Hobbs did not attend.

2.0 Declarations of interest not already registered/Dispensation requests

2.1 None.

3.0 Confirmation of the Minutes

3.1 Having proposed and seconded, the Minutes of the Ordinary Meeting held on 9 March 2020 were approved and signed by the Chairman as a correct record of the meeting.

3.2 Having proposed and seconded, the Minutes of the Extraordinary Meeting held on 23 March 2020 were approved and signed by the Chairman as a correct record of the meeting.

4 To receive Reports (if any)

i) County Councillor – Due to Coronavirus, the County Council is looking at £60 Million costs for 2020-21, with compensation from the Government covering approximately £26 Million. NYCC will be looking at making savings to address the shortfall, which may include Highways and Bus transport. The County Council is still offering the Locality Budget for 2020-21 and invited Kelfield Parish Council to apply for any funding required, including Coronavirus specific funding. *This was noted.*

The Stillingfleet Mine application has been further delayed as the planning officer is unable to attend the planning committee scheduled for 12/05/20 due to illness. The decision will be deferred to the next planning committee meeting. *This was noted.*

ii) District Councillor – Not present at the meeting, but the County Councillor updated Kelfield Parish Council on 26 March to inform that, due to Coronavirus, SDC had cancelled face to face planning committee meetings from 20 March 2020. Instead, planning decisions are being considered under urgency powers, and will be decided by the Chief Executive on a weekly basis.

5 Kelfield Cricket Club Agreement Update

5.1 The cricket club agreement will be reviewed on 31 March 2021 and thereafter renewed every three years. *This was noted.*

6 Streetlight Update

6.1 No faulty street lights reported since the last meeting. *This was noted.*

7 To receive an update on outstanding issues not otherwise on the agenda and to take any necessary action as required

7.1 Grey Horse Public House – No report.

7.2 Flooding / Community Resilience Group – Repairs to the village sign from flooding in early 2020 has been completed. *This was noted.*

7.3 Stillingfleet Mine application – the decision has been delayed as the planning committee on 25 February was cancelled and it is not being discussed on 26 March 2020. *This was noted.*

7.4 Dog fouling – this continues to be an issue for the village. A reminder from NYCC that incidents of dog fouling should be reported at <https://www.selby.gov.uk/report-dog-fouling-incident> *This was noted.*

7.5 Website and Parish Councillor Profiles – It was proposed and seconded that the contact for the Parish Magazine could telephone the two councillors to draft their profile for the magazine.

7.6 Parish Council noticeboards – The Chairman and Cllr Drayton agreed to remove the village notice board to see whether adequate repairs could be carried out.

7.7 No. 42 Bus update – Due to the recent flooding and then Coronavirus, the 42 bus service has been affected. It is currently running a “keyworker” service timetable. It is anticipated that the bill for the running costs will be significant, but monies from the Department of Transport for 2020-21 have been applied for. *This was noted.*

- 7.8 Recycling Service – This seems to be working well. *This was noted.*
- 7.9 Coronavirus (Covid-19) Support to the community and Parish Council decision taken and decisions delayed during pandemic.
During the pandemic, Kelfield Parish Council has approved the reduction in cricket club rent by 50% for 2020-21 (*noted at Agenda Item 10.1*), provide a charity donation to Selby District Vision (*noted at Agenda Item 10 and Agenda Item 9g*), provided support and advice to the village through liaising with NYCC, Selby District Council, the local Community Support Organisation (Selby AVC) and Kelfield Covid-19 Facebook Support group. It was also agreed to suspend the presenting of cheques until lockdown has been lifted (*noted at Agenda Item 10.1*) and prioritise decision-making.
- 7.10 Animal waste spreading by farmer
Cllr Bramley contacted a local farmer regarding the spreading of animal waste, but as this matter has been resolved, no further action is required. *This was noted.*
- 7.11 Ring-fencing of street lighting budget (Transfer agreement to deposit account)
It was proposed and seconded that once lockdown has been lifted, £500 is transferred from the No 1 Account to the Deposit Account to be ring-fenced for street lighting. This will bring the total amount ring-fenced for streetlighting to £1,000.
- 7.12 Clerk opt-in pension
It was proposed and seconded that Kelfield Parish Council supports the Clerk's request to join the Workplace Pension Scheme and will contribute 3% as part of the employer contribution.
- 7.13 Laptop repair
It was proposed and seconded that the Clerk can commission repairs to improve the laptop's functionality.
- 8 Resolve to accept the addendum to existing Standing Orders**
- 8.1 It was approved and seconded to accept the addendum to the existing standing orders to include the use of remote meetings and procedures to continue the running of Kelfield Parish Council and the Clerk /Responsible Finance Officer continues to have Delegated Power of Authority for continued or future Emergencies.
- 9 Correspondence received (for consideration and action where required)**
- a) News items received by email forwarded to Councillors. *This was noted.*
- b) SDC CIL funding statement October 19 – March 20 – Nil balance -Emailed 29/04/20. *This was noted.*
- c) Various Covid-19 Bulletins – from NYCC, SDC, YLCA / White Rose - including legislation / pointers for remote meetings – Emailed 29/04/20. *This was noted.*
- d) Request to Support the Local Electricity Bill– Emailed 29/04/20. *This was noted.*
- e) Selby District Council Playing Pitch Strategy - Parish & Town Council Survey – Closing date 8 May – Emailed 29/04/20. *This was noted.*
- f) L02-20 | EMPLOYMENT LAW CHANGES 2020 – New legislation which came into force on 6 April - Emailed 29/04/20. *This was noted.*
- g) Request for donation to Selby District Vision, a local charity in Selby District that looks after the visually impaired- Emailed 29/04/20. *This decision was validated.*
- h) Notification of Planning Applications – From 14 April 2020 all Parish Councils will receive notifications by email only – Emailed 29/04/20. *This was noted.*
- i) External Auditor – changes in legislation in respect of limited assurance regime, allowing authorities to hold virtual meetings and removing the requirement for a common period for the exercise of public rights and extending the deadlines for the AGAR return / certificate of exemption and publication dates of accounts – Emailed 1/5/20. *This was noted.*
- j) Email thanks regarding donation to Selby District Vision – Emailed 4/5/20. *This was noted.*
- h) Email thanks from Kelfield Cricket Club regarding annual rent – Emailed 4/5/20. *This was noted.*
- 9a To note any other correspondence received after the publication of the agenda/items for circulation**
- YLCA's offer of direct correspondence with the Chairman. *This was noted.*

10 To consider matters of Finance 80.515

**10.1 Receipts – Allotments, Cricket Club and Grazing Land.
No 1 Account**

	£ Bank	ived but resented	Comments
Selby DC Precept 1 st half	2695.38		
Allotment rents			
Allotment No1	20.00		Received by Bank transfer
Allotment No2A		10.00	NOT PRESENTED YET DUE TO LOCKDOWN
Allotment 2B and 3A		20.00	NOT PRESENTED YET DUE TO LOCKDOWN
Allotment 3B			Vacant
Allotment 4		20.00	NOT PRESENTED YET DUE TO LOCKDOWN
Allotment 5		20.00	NOT PRESENTED YET DUE TO LOCKDOWN
Grazing Rent		40.00	NOT PRESENTED YET DUE TO LOCKDOWN
Cricket Club Rent	80.00		Received by bank transfer
Vat Refund	312.84		
Total	<u>3108.22</u>	<u>£110.00</u>	

Deposit Account

	0.00
Total	<u>0.00</u>

TOTAL RECEIVED 3108.22

This was noted.

10.2 Accounts for Payment

The following accounts were presented for payment;	£	VAT	Total
NPower 01 March 2020 to 31 March 2020 (*568 MPAN)	23.44	1.17	24.61
NPower 01 March 2020 to 31 March 2020 (*125 MPAN)	64.12	3.21	67.33
Npower 01 April 2019 to 29 February 2020 (*568 MPAN)	45.18	2.26	47.44
Npower 01 April 2019 to 29 February 2020 (*125 MPAN)	489.65	24.48	514.13
Sophie Gibson McAfee Renewal	49.99	10.00	59.99
Sophie Gibson April Salary	April		As agreed
Sophie Gibson May Salary	May		As agreed
Mrs C Lee Internal Audit Fee	50.00		50.00
Kelfield Institute hall hire for full year 20/21 (7 mtgs)	94.50		94.50
Kelfield Village Institute hall hire for extraordinary meeting 23 March	13.50		13.50
Keith Lumley Building Repair - Repair of Village Sign	70.00		70.00
Sub-total			<u>1240.34</u>

10.3 Grants/donations

Section 37 Payments

Stillingfleet PCC	300.00	300.00
ENS Benefice	25.00	25.00
SDC Chairman's charity 2020-21	25.00	25.00
S Gibson Reimbursement Charity Donation Selby District Vision	25.63	25.63
Sub-total		<u>375.63</u>

Total payments 1615.97

Having been proposed and seconded it was resolved: *that the above accounts be paid.*

- 10.4 To consider the Statement of Accounts to 30 April 2020
Noted. **80.516**
- 11 To consider Planning Applications received**
- 11.1 To confirm the comments on applications submitted on behalf of the Council in respect of applications circulated to Councillors.
None
- 11.2 Applications received since circulation of Agenda (if any)
None
- 11.3 Decision Notices
- 11.31 2020/0097/HPA - The Willows, Moor End, Kelfield. Proposed single storey rear extension, first floor rear extension above existing dwelling and internal alterations to existing dormer bungalow to create additional family living accommodation (KPC was notified of outcome on 31/03/20)
Granted
- 11.32 2020/0177/HPA - George House, Kelfield - Proposed erection of a single storey rear extension (KPC was notified of outcome on 29/04/20)
Granted
- Decision notices since the Circulation of the Agenda
- 11.33 2019/1132/DOC Discharge of conditions 04 (contamination), 05 (contamination), 06 (contamination) of approval 2019/0006/HPA for proposed replacement of existing outbuilding/garage walls and roof at Glen House, Main Street, Kelfield
Condition Decision
- 11.34 2020/0204/PPP Lawful development certificate for proposed single storey rear extension at The Cranleigh, Moor End, Kelfield
Refused
- 12 Matters for the Clerk's attention and items for the next agenda**
- 12.1 *None*
- 13 Date of next meeting**
- 13.1 The meeting will be held on Monday 13 July 2020 at 7.30pm by zoom / in person, as appropriate.

There being no further business, the Chairman closed the meeting at 9.07pm.