

Minutes of the Ordinary meeting of Kelfield Parish Council held at the Kelfield Village Institute on Monday 12 July.

Present: Cllrs T Bell, Chairman; Cllrs N Drayton, R Bramley, R Gascoyne, G Little, S Finn
The Clerk.
District Cllr N Reader.

1.0 Welcome and Apologies**1.2 Apologies for Absence**

1.1 Apologies; Cllr Lister and County Councillor, R Musgrave 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 Annual Meeting held on 5 May 2021 were approved and signed by the Chairman as a correct record of the meeting.

3.2 Having proposed and seconded, the minutes of the Ordinary Meeting held on 5 May 2021 were approved and signed by the Chairman as a correct record of the meeting.

4.0 Public Session

4.1 There were no matters raised.

5.0 To receive Reports (if any)

i) County Councillor – No report.

ii) District Councillor

A decision on the Local Government Reform is to be announcement imminently.

The District Councillor invited interest for capital funding for small community projects, such as the purchase of any equipment. This scheme replaces CEF (Community Engagement Forum) and can be applied for by community groups as well as the parish council.

iii) NY Police – One burglary was reported in Kelfield during June 2021.

6.0 Former Stillingfleet Mine

6.1 There has been no further correspondence from Stillingfleet Parish Council about exploring a Community Asset purchase, so no current action is required. *This was noted.*

7.0 To authorise adoption of the Councillor Code of Conduct 2020

7.1 The adoption of the updated Councillor Code of Conduct 2020 was proposed and seconded.

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

8.1 Grey Horse Public House – No report.

8.2 Emergency Plan – the draft plan has been updated with the new contacts. Draft to be circulated to the Emergency Planning Unit (EPU) at North Yorkshire County Council.

8.3 Flooding / Community Resilience - Minutes from their last meeting on 24 May 2021. *This was noted.* Cllr Tom Bell has started the equipment audit and will complete the remaining week commencing 12 July. The audit is due to be completed by the end of July.

8.4 Defibrillator registered with “The Circuit” national database. Cost for defibrillator battery replacement is due in May 2022. It was agreed that the cost for battery replacement will be included in the budget for the precept meeting for December 2021.

8.5 Laptop repair completed. *This was noted.*

8.6 Website and Parish Councillor Profiles. These have been completed. *This was noted.*

8.7 No. 42 Bus update and the Consultation on Review and Renewal of North Yorkshire County Council Subsidised Local Bus Services in the Areas of Selby and Scarborough.

The Saturday night and Sunday No42 bus service is still suspended, so the parish council is waiting for news on its reinstatement and any request for subsidy costs. *This was noted.*

8.8 Streetlighting – no repairs or replacements. *This was noted.*

8.9 Parking – Cllrs Bell and Drayton to contact individual residents. *This was noted.*

8.10 Allotments – The hedge cutting for part of the boundary fence will be cut in September 2021, subject to contractor availability. Cllr Drayton to follow up. *This was noted.*

The clerk to follow up unsigned allotment contracts. *This as noted.*

8.11 Website – continuous review it meets Web Content Accessibility Guidelines (WCAG 2.1). *This was noted.*

- 8.12 Village Shield update – Cllr Bell has promoted a competition to design a piece of artwork for one side of the village shield. The competition is available to children up to 15 years who live in, or have links to the village. The design would be the side facing into the village. The most fitting design will be painted up and the winner will be invited to unveil the final shield later in the year. Entries can be placed on the Kelfield Notice Board Facebook Page or on the Kelfield Parish Council Facebook page, entries will be received up until the end of August. The winning design will be chosen in the Autumn. For further information please contact Cllr Tom Bell via Facebook.
- 8.13 Green Spaces
The village maintenance contract will be reviewed next year. *This was noted.*
Cllr Little to investigate the ownership of field behind Moor End for potential recreation use.
- 8.14 Road Safety Funding update and report for September. *This was noted.*
- 8.15 NortherPowergrid Donation. The donation may be used for the Village Shield. *This was noted.*
- 8.16 To authorise Bank Signatory Mandate – removal of former Cllr M Neal. Addition of Cllrs Little, Finn and Gascoyne. This was proposed and seconded and the mandate was signed.
- 8.17 Queen's Platinum Jubilee – Tree planting and / or Lighting of the Beacon 2 June 2022. It was agreed that due to limited parish council owned space, tree planting for the Platinum Jubilee was not possible, but the parish council will light the beacon on 2 June 2022 and coordinate this with any activities planned by the Kelfield Village Institute.

9 Correspondence received (for consideration and action where required)

- a) News items received by email forwarded to Councillors. *This was noted.*
- b) Various Covid-19 Bulletins – from NYCC, SDC, YLCA / White Rose, Selby District AVS. *This was noted.*
- c) Various YLCA Councillor training bulletins *This was noted.*
- d) Various emails regarding SDC / NYCC Planning Committee Meeting dates and Selby and Ainsty Area Committee on 11 June, Selby Branch Meeting on 16 June. *This was noted.*
- e) Other parish council neighbour plans (Escrick Escrick Parish Council Pre-submission Neighbourhood Development Plan Consultation and Church Fenton Neighbourhood Development Plan's Decision Statement. *This was noted.*
- f) Citizens' Online Letter re Digital Inclusion- Supporting those across North Yorkshire County who may be Digitally Excluded. *This was noted.*
- g) NY0311: Receipt of documents – notification of exempt status. 2021 *This was noted.*
- h) HM LAND REGISTRY (HMLR) parish land ownership survey report *This was noted.*

9a To note any other correspondence received after the publication of the agenda/items for circulation

Selby Local Plan Additional Sites Consultation Meeting for Town and Parish Councils on 29 July. No sites in the Kelfield Parish Council area have been identified for development. *This was noted.*

10 To consider matters of Finance

10.1 Receipts –

No 1 Account

	£ Bank
Kelfield Cricket Club Annual Rent	160.00
Allotment 3B New Tenant	10.00
HMRC VAT repayment 19/20	718.38
Total	888.38

Deposit Account

	£ Bank
	0.00
Total	0.00

TOTAL RECEIVED

	888.38
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This was noted.

80.544

10.2a *Accounts for Payment*

The following accounts were presented for payment;

	Total £	VAT	Excl VAT
Stillingfleet PCC	300.00		
ENS Benefice	25.00		
SDC Chairman's charity 2021-22	25.00		
S Gibson June 2021 Salary	As agreed		
S Gibson July 2021 Salary	As agreed		
Autela Payroll Services 2021-22 Quarter 1	65.52	10.92	54.60
S Smowton - Escrick.Net Laptop Improvements	190.00		
YLCA Off to a Flying Start Training Part 1	30.00		
YLCA Off to a Flying Start Training Part 2	30.00		
NYCC Street Lighting Maintenance 2020-21 DIRECT DEBIT	204.53	34.09	170.44
HMRC PAYE 2021-22 Quarter 1 payment DIRECT DEBIT	115.20		
NEST Pension DIRECT DEBIT May 2021	13.44		
NEST Pension DIRECT DEBIT June 2021	13.44		
Sub-total	<u>1303.97</u>		

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

10.3 To consider the Statement of Accounts to 31 June 2021

Noted.

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

11.3.1 Decision notices

2021/0157/AGN Manor House Moor End Kelfield York North Yorkshire YO19 6RJ Prior notification for erection of extensions to two existing agricultural buildings

2021/0157/AGN planning application

Prior approval not required

11.4 Awaiting Decision

11.4.1 2020/0502/FULM Planning application consultation Brickyard Cottages Riccall Lane Kelfield - Erection of new site utility sheds and garage, new disabled toilet together with 5No log cabins

Awaiting Decision.

12 Matters for the Clerk's attention and items for the next agenda

12.1 Green space update.

13 Date of next meeting

13.1 The meeting will be held on Monday 13 September 2021 at the Kelfield Village Institute (Covid-19 legislation permitting).

There being no further business, the Chairman closed the meeting at 8.25pm.