

Minutes of the meeting of Weaverthorpe Parish Council held remotely at 7pm on 11th May 2020

Present: F Shellard (Chairman), S Taylor, A Milner, T Thomson, M Rowland, G Perry, J Mason, G Downes, J House (Clerk)

- 1. Apologies for absence:** There were no apologies for absence.
- 2. Matters to be raised by members of the public:** It was reported that the church service to commemorate VE Day was held remotely by video link on 8th May 2020.
- 3. Minutes of Previous Meetings:** The minutes of the ordinary meeting held on 16th March 2020 and of an extraordinary meeting held on 14th April 2020 were approved and signed by the Chairman as true records.
- 4. Matters arising:** There were no matters arising not covered by the agenda.
- 5. Finance and Governance:**

Due to the coronavirus lock down many of the dates have changed in the Annual Governance and Accountability Return, but in all cases WPC will be complying with the original dates as the audit paperwork was prepared in the normal way at the end of the financial year (31st March 2020).

The report by the Internal Auditor confirmed that the WPC Accounts for 2019/20 have been audited and everything is in order.

Led by the Chairman the Council reviewed the AGAR. The first two pages are administration notes. The third page is WPC's exemption from External Audit and we are certifying that our income or expenditure for 2019 /20 was below £25000. The Chairman signed to confirm this statement. The fourth page is the Internal Auditor's Report. The fifth page is the Annual Governance Statement which was completed with answers to questions about our Governance. The sixth page is the Accounting Statement which has been audited and is presented for the approval of the Council and signature by the Chairman.

Back up to the AGAR is the Explanation of Variances, the Risk Assessment Strategy and the Spreadsheet of Accounts. The Explanation of Variances is required where the difference between the figures for 2018/19 and 2019/20 is more than 15%. High reserves are because of money held for payment of the Street Lighting invoice. The other differences are mainly because of the money for the Street Lighting. The Chairman signed where requested and the Clerk had already signed some of the documents, but others have to be signed after the Chairman has signed.

The period of time allocated for the Exercise of Public Rights to inspect the Accounts, i.e, all the paperwork the Council had just reviewed and approved, is normally in a period which includes the first ten working days of July. For this year that period has been pushed back because of the Coronavirus Pandemic, to begin no later than 1 September 2020. The Clerk proposes that we will use the July dates so the period will be 15th June to 24th July 2020. This is what the external auditors are recommending. The Council agreed and approved these dates.

We have received the following Remittances since the start of the Financial Year, 1st April 2020

Luttons Parish Council – 50% of website administration £130

Groundwork (Tesco Bags of Help) Donation to Street Lighting £1166

First Half of Precept from RDC £2425

We have also received the Purchase Order from NYCC for Grass Cutting for this year, sum unchanged at £255.04. C Howe has confirmed he will continue to carry out the grass cutting for this sum plus the cost of his insurance.

The following invoices were presented for payment and approved:

J Clayton –Tree survey - £175 – Presented for payment on 30 March with payment in 14 days – already paid

Yorkshire Internal Audit Services – Internal Audit cost - £160

Zurich Insurance – Renewal of Insurance - £367.34

(The premium came in at £448.36 but the Clerk queried this as we have our Long Term Agreement and the price was reduced)

NYCC – Power costs for Street lighting £649.27 (includes £108.21 VAT) so actual cost is £541. Clerk has worked out that cost should have been approx. £620, so we have a reduction of £80 for the phased introduction of the LED lighting.

After these payments have been made the balances at the bank will be:

Current Account £5360.17

Reserve Account £6843.49

6. Correspondence:

Letter from Nat West to say the interest on the Reserve account will reduce from 0.2% to 0.01% from 29th May 2020.

email from Jack Garbutt Moore who has taken over as our RDC Community Support Officer, introducing himself. Bridgett Skaife is now Stronger Communities Manager.

7. Planning:

Applications received: One application was received for erection of a barn and silo at Gara Farm. An extraordinary meeting was held on 14th April 2020 to discuss and no objections were raised. This decision was reported to RDC on 15th April 2020

No other correspondence has been received from RDC.

Vellco: As requested at the last meeting the Clerk was asked to write to the Vellco consultant, A Windress about the short and inadequate reply we had from him regarding the Landscaping aspects of the regulations. No reply has been received.

The Clerk has received an email from Cllr Middleton in reply to a request by the Clerk as to progress on the two issues she agreed to take up with RDC Planning, namely the lack of detail and ignorance of Health and Safety in the Site Management Plan and the fact that the Construction Plan is only an outline. Cllr Middleton states that she had got nowhere with the issues and says that a reminder from the PC would be not be a bad idea, as everything has stopped due to the Coronavirus situation.

The Clerk has therefore drafted a letter which raises all these concerns with RDC, together with the fact that no other conditions have been noted on the website. The Clerk will review the letter and present a final draft for approval by the Council with these minutes.

8. Police Matters: The Chairman reported that an incident had taken place where the police and other services had to attend when a resident was on the roof of a building and refused to come down. The situation was resolved when the Fire Service helped to get the person to safety.

9. Street Lighting: On checking the details in the insurance renewal we are covered for £11,433 for the Street Lighting. The Clerk has checked the total replacement costs using the prices we will be paying for the LED lights and the total replacement cost is £11600. As it is extremely unlikely that all the street lights would need replacing at the same time the Clerk has not increased the cover as our replacement sums insured are so close. These costs are increased by inflation each year. The Insurers have amended the description in the policy to LED Street Lighting, to avoid any doubts should we need to make a claim.

10. Phone Box: The complaint was answered by G Housden which actually demonstrated that he had not followed the guidance he had recommended to the Policy and Resource Committee.

A Stage 2 Complaint was submitted on 29th April, text of which was approved by the PC. This has been acknowledged and we should receive a reply by 29th May 2020.

11. Tree Survey: The Council reviewed the survey which was carried out in March 2020. The trees surveyed were all those on the verges and the village green which were adjacent to buildings and the footway between Rarey Drive and the Blue Bell Inn. This is required due to our responsibility to assess any risks presented by the trees.

It was noted that only 2 of the eight trees inspected require work to be carried out.

The Horse Chestnut at the west end of the Village Green has suffered damage but some of that has healed and the surveyor recommends a further survey in the summer when it is in full leaf. The council agreed that we have this carried out.

The Flowering Cherry outside Rarey Farm has suffered damage and should be felled. As this tree belongs to Rarey Farm it was agreed that the Clerk would write to the owners and ask them to comply with the result of the survey.

12. Empty Properties in the Village: Letter approved by the PC was sent to RDC on 1st April 2020, it was acknowledged on the same day with a request for further information of the houses that are empty. No reply has been received as yet. The Council asked the Clerk to ask for progress.

The Chairman reported that a proposed meeting between RDC, our MP and the owners of the two new properties adjacent to East Bank on the Local Needs Occupancy did not take place in April due to the present lock down and a scheduled video conference also failed to take place.

13. Highways issues: A vehicle drove into the brick wall over the culvert outside the Blue Bell on 30th April 2020. The vehicle owner just drove away. A resident reported the incident to the Chairman, and he asked them to call 101 to report it as the resident had the VRM. This was carried out. The Clerk has asked Area 4 to keep him informed. The local Highways Inspector was in the village the following day, so the Clerk made him aware of the incident. Hopefully Highways will repair the damage and handle any claim against the driver.

The gulleys on the Sherburn Road are all full of debris. The Clerk has informed highways who say that have it on their to do list.

There is also an issue with a resident who has a lawn mower and is trying to branch out into grass cutting. The Clerk has emailed the resident pointing out that any work carried out on the verges in agreement with our current contractor, needs Public Liability Insurance to be in place. The Council endorsed the Clerk's statement.

For information the Council was informed that The Weaverthorpe & District Produce Show scheduled for August 2020 has been cancelled due to social distancing requirements which are expected to be still in existence at the time of the show.

Date of next meeting: 20th July 2020

The meeting ended at 8:20.