

ROECLIFFE AND WESTWICK PARISH COUNCIL

Minutes of Roecliffe and Westwick Parish Council Meeting held on Monday 20th March 2023 at 7.00pm in Roecliffe School Hall.

Attendees: Cllr Pillar, Cllr Bishop, Cllr Collin, Cllr Reeve, Cllr Varley, Cllr Wormald, Cllr N Brown and the Parish Clerk.

1. To receive apologies and approve reasons for absence.

None received.

2. To receive any declarations of interest under the council's Code of Conduct or member's Register of Interests.

None received.

3. To confirm the minutes of ordinary meeting held on 23rd January 2023 are a true and correct record.

These were approved and signed by the Chairman.

4. To receive the Councillor's Report.

Cllr Nick Brown attended the meeting and gave the following updates:

- Executive officers are currently handling issues at HBC ahead of the new authority on April 1st.
- Council tax has increased by 4.99%, not a decision taken lightly but the need to run services particularly elderly and childcare remain and the costs of running these services is also effected by the cost of living rise. Thirty million pounds has been taken from reserves to fill some budget shortfalls. Council Tax discounts are generous. The reorganisation should make savings, particularly in building costs.
- Planning will be in place on 1st April 2023. Cllr Brown is on the planning committee for this area. Planning meetings will take place in Skipton.

The Chair agreed to bring items 11, 14 and 18 forward for discussion whilst Cllr Brown was in attendance. They are minuted under their item number.

5. To receive an update on Finance:

5.1 To approve the Income and Expenditure for the period 15/01/2023 – 14/03/23 and Bank Reconciliation. Approved and attached as Appendix 1

5.2 To approve the year to date income and expenditure. Approved

5.3 To appoint an internal auditor for fiscal year 2022/23

It was agreed to join the audit group of local parish councils which has worked successfully in previous years.

5.4 To approve the following accounts for payment:

Clerk's Salary and HMRC (March)	£196.96
Clerk's travel expenses, 07/03/23 highways meeting	£12.60

These were approved.

6. To receive information on the following Highways issues and decide further action where necessary:

6.1 To receive an update on Highways issues reported to Area 6 (moving 30mph signs, replacement of 30mph repeater signs, cleansing of signs, missing bollard.)

Signed..... Date.....

The clerk and Cllr Pillar attended a recent meeting with Area 6 Highways aimed at improving communication. Further to this, the issues above are in the system but without any update. After speaking to Andrew Stanton, who hosted the highways meeting, the clerk has details of who to contact at Area 6 to receive updates.

Action: Clerk to contact Area 6 Highways

6.2 To receive an update on the 20's Plenty Speed initiative in Roecliffe. (DB)

No update.

6.3 To receive an update on Community Speed Check Training and Implementation.(DB)

Cllr Bishop is to contact North Yorkshire Police to establish a time and place for Speed Check.

6.4 To receive an update on road flooding outside The Crown Inn and blocked gullies in the village. (TC, SV)

Further to the recent highways meeting; gullies still flooded 24 hours after rainfall need reporting to Highways for further investigation. The area has been recently swept with gullies cleaned. A conscientious resident has cleared a great section of verge creep from the village centre towards Paynes Dairies for which the Parish Council and residents are very grateful.

7. To receive an update on recent Planning Applications:

7.1 22/03192/FULMAJ Land At Brickyard Road. Ongoing.

7.2 23/00216/FULMAJ Waingates Farm, Waingates Lane. Ongoing.

7.3 23/00237/DVCON Land To The West Of Manor Farm, Barr Lane. Refused.

7.4 23/00426/FUL Long Acre, Roecliffe. Awaiting decision.

8. To adopt a Planning Applications Policy for Roecliffe & Westwick Parish Council.(CP)

It was **agreed** to delay adoption until the next Parish Council Meeting.

9. To adopt a Document Retention Policy for Roecliffe & Westwick Parish Council.(CP)

It was **agreed** to adopt the Document Retention Policy.

10. To resolve to add a 10 minute Public Participation session at the start of all future Parish Council meetings.

It was agreed to add a 10 minute Public Participation session at the start of future Parish Council Meetings.

11. To resolve Roecliffe & Westwick Parish Council's response to the Parish Charter Consultation.(CP)

The draft response was circulated to Councillors prior to the meeting and was **agreed**.

Action: Clerk to forward response to North Yorkshire Council.

12. To receive an update on continuing Litter Problems on Industrial Estate and to discuss further engagement with the Industrial Estate Business Community.(TC)

The Annual Litter Pick was due to take place the week end after the meeting. Reed Boardall had agreed to send 3 representatives. The Business Community within the Industrial Estate are very interested in working to keep the area litter free. One business, Aztec, litter picked the A168. It was **agreed** that it is important to keep the dialogue with business ongoing.

13. To discuss how to resolve the continuing problems of HGV parking on the roads surrounding Bar Lane.(TC, Clerk)

HGV continue to disregard the HGV ban and park in roads surrounding Bar Lane. They can be photographed with date, time and location logged and forwarded to VOSA. Foreign HGV

Signed..... Date.....

are more difficult to report. Cllr Pillar agreed to monitor Becklands Close and Cllr Collin monitor Clay Pitt Lane.

14. To discuss the ongoing issues with and the future of the Crown Inn.

There has been no response from the owners of The Crown with regard to its future. It was agreed to revisit the possibility of making The Crown an asset of community value.

Action: Cllr Pillar to contact the relevant department at HBC

15. To develop a policy for protecting and conserving the Village Green with respect to the s.12 of the Inclosure Act 1857 and s.29 of the Commons Act 1876.(CP, Clerk)

Cllr Pillar to attend a training course on Village Greens hosted by YLCA in May 2023

16. To resolve replacing the Lime Tree on the Village Green and to receive an update on Tree Maintenance and Grass Cutting. (SV)

Cllr Varley updated the meeting. The Lime Tree has been felled. Replacement trees have been considered including an Oak tree. These are available from HBC but are only up to 2' in height. A larger Oak could be obtained before the planting season in October/November.

Action: Cllr Bishop to send link for tree guards from Yorkshire Wildlife Trust

Cllr Varley to obtain quotes from companies for a plaque

17. To resolve refurbishing a sign on the Village Green. (CP)

Cllr Pillar to obtain quotes for replacing the sign.

18. To receive an update on celebrating the King's Coronation on May 6th 2023.

The working party plans for the celebration are in progress. Numbers for the Big Lunch are low and an alternative plan will be considered if required..

19. To confirm the date and time of Next Parish Council Meeting as Monday 15th May 2023 at 7pm in Roecliffe School Hall.

This was confirmed.

The meeting closed at 9.05 pm

Signed..... Date.....

Appendix A

Income & Expenditure & Bank Reconciliation for Period 15/01/23 – 14/03/23

	Date Banked	Number	Income	Expenditure	Total
Opening Balance per Community Account				Total Parish Village Fund	£11867.56 £8935.43 £2932.13
Opening Balance per Business Manager Account					£1256.03
Interest	03/03/2023		2.93		2.93
Coronation Grant NYCC	02/03/2023		312.50		312.50
				Total	£315.43
Bank charges	04/02/2023	DD		10.00	10.00
Long Leaf Tree Insp	15/02/2023	100795		286.00	286.00
Open Space Society	03/02/2023	100799		45.00	45.00
Clerk sal+Stamps+1/4exp	31/01/2023	100800		264.16	264.16
Yorks Accts	27/01/2023	100801		72.00	72.00
Clerk sal	01/03/2023	100802		196.96	196.96
JC Trees	06/03/2023	100804		1416.00	1416.00
Bank charges	07/03/2023	DD		11.00	11.00
				Sub Total	£2301.12
*less cheques not presented					
		100804		1416.00	1416.00
				Total	£885.12
Closing Balance per Community Account				Total Parish Village Fund	£11294.94 £8362.81 £2932.13
Closing Balance per Business Manager Account					£1258.96
Total Funds				Parish Village Fund	£9621.77 £2932.13

Signed..... Date.....