

ROECLIFFE AND WESTWICK PARISH COUNCIL

Minutes of Roecliffe and Westwick Parish Council Meeting held on Monday 21st November 2022 at 7.00pm in Roecliffe School Hall.

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

1. To receive apologies and approve reasons for absence

None received. Cllr Brown sent apologies for a late arrival due to attending another meeting which commenced at the same time.

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

None.

3. To confirm the minutes of ordinary meeting held on 26th September 2022 and the extraordinary meeting on 18th October 2022 as a true and correct record.

These were confirmed and signed by Cllr Pillar.

4. To receive an update on a Councillor Fieldhouse's resignation and the next stage in the election or co-option process.

We are waiting for a response from HBC as yet as to whether an election has been requested by 10+ electors in Roecliffe. This expired on 22nd November 2022. Assuming this has not happened, it was **agreed** to commence the process to co-opt another councillor, hopefully in the New Year.

Action: Cllr Pillar to draft notice for notice boards and website.

5. To receive the Councillor's Report.

Cllr Brown attended the meeting and reported the following:

- HBC winding down as we approach the new authority in 4 months.
- The processes for having a safe and legal authority on the start date of 1st April 2023 are behind schedule.
- Planning constituencies are not yet determined. A council meeting is scheduled for February by NYCC.
- There is a locality working party looking at 30 community hubs. There are 731 Parish and Town Councils across North Yorkshire. Cllr Brown strongly believes in the democratically elected Parish Councils and the focus of community activities should be directed through the Parish Councils.
- Cllr Brown advised that a representative from Roecliffe & Westwick attend the upcoming 'Let's Talk' local consultation with Neil Irving.
- Overgrown hedges and trees spreading onto footpaths and highways are the land owner's responsibility.

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

- Council tax will be harmonised over a 2 year period with Harrogate the highest and Hambleton the lowest.

6. To receive an update on Finance:

6.1 To approve the Income and Expenditure for the period 15/09/2022 – 14/11/22 and Bank Reconciliation.

This was **approved** and attached as Appendix A

6.2 To approve the year to date income and expenditure.

This was **approved**.

6.3 To approve the NJC recommended pay award 2022/23 for Clerk’s Salary

This was **approved**.

6.4 To consider and approve the draft Precept for 2023/2024.

An amount of £8416 net will be requested for the Precept. This was **approved** and attached as Appendix B. Extra funding is requested to cover the cost of essential tree works following the recent Tree Survey (Item 13.)

6.5 To approve the following accounts for payment:

Clerk’s Salary (Nov) + ¼ expenses	£231.56
Domain name renewal (Create.net)	£24.90

The above accounts were **approved** for payment.

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

7.1 30mph signs moved to far side of Sheaflands Lane.

No communication from Area 6 Highways.

Action: Clerk to email Cllr Brown with previously reported issues outstanding.

7.2 To consider adopting the 20’s Plenty Speed initiative in Roecliffe

The Parish Council **agreed** to adopt 20’s plenty Campaign in Roecliffe.

‘Roecliffe and Westwick Parish Council supports 20’s Plenty Campaign and call on North Yorkshire County Council to implement 20 mph within Roecliffe and Westwick Parish and we will write to North Yorkshire County Council to request 20 mph speed limit on streets throughout the county when people mix with traffic where they live, work, shop and play or learn, with 30 mph as the exception on those roads, where full consideration of the needs of vulnerable road users allows a higher limit.’

Action: Cllr Pillar to draft email to inform NYCC

7.3 Speeding on Bar Lane

7.3.1 To receive an update on the replacement of repeater 30mph signs on Bar Lane and the cleansing of existing signs.

These issues were logged on Area 6 Highways online reporting system by the Clerk. These issues have been removed. No communication has been received from Highways as to the reason why.

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

Action: The Clerk to send log of reported items to Cllr Brown.

7.3.2 To consider Community Speed Check Training and Implementation.

Cllr Bishop to email the village to request volunteers to receive training and to implement the Community Speed Check.

7.4 To receive an update on widening the bus layby outside the Church and the parking congestion outside Roecliffe School at morning drop off and afternoon collection times.

Parking and congestion continues to be a problem, especially at school drop off and collection times. It has been noted by several residents that the bus adds to this by blocking the road as the bus layby is not wide enough to pull off highway. It was **agreed** to contact the retired councillor for an update and to continue the process.

Action: Clerk to contact previous councillor.

8. To review and decide the following Planning Application:

8.1 22/03942/FUL Erection of annex. Shepherds Rest Roecliffe Village Roecliffe North Yorkshire YO51 9LY

It was agreed to **object** to the above planning application on the grounds that the annex is outside the development area defined in the Roecliffe & Westwick Neighbourhood plan 2019 – 2032.

Action: Clerk to inform Planning at HBC

9. To consider implementing further safety measures at the Village Pond.

Cllr Pillar received a quote for £756 to add a safety fence to the area around the village pond. This was **approved**.

10. To consider use of the Village Common for Forest School lessons, to be provided by Born of the Forest for Roecliffe School.

As the information from Born of the Forest had only just arrived via email on the meeting day, Cllr Pillar **agreed** to circulate the information via email after the meeting to all the other councillors and delay a decision until the next Parish Council meeting in January.

Action: Cllr Pillar to circulate information.

11. To review and decide on what action can be taken concerning increasing noise pollution from Reed Boardall and Paynes Dairies.

Cllr Collin addressed the meeting. It has been noted that noise levels in the village from the industrial estate are increasing. The noise has previously been attributed to the motorway but it has been identified as HGV refrigerated lorries more than warehouse noise. It was agreed to set up meetings with the companies to inform them of the noise levels and discuss possible solutions including replacing hedgerow. Cllr Brown added that he would be willing to attend.

Action: Cllr Pillar and Cllr Collin to set up meetings.

12. 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.

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

The clerk updated the meeting. After consultation with YLCA and NYCC, it appears the Village Green requires registration with the Land Registry in order to proceed with protecting and conserving the Village Green.

Action: Cllr Pillar and the Clerk to commence the registration process.

13. To receive the results of the recent Tree Survey and formulate a plan of action for works recommended.

Cllr Varley briefed the meeting on the results of the recent Tree Survey. Two trees were identified for immediate attention, TO19 for replacement and TO28 to be taken down. It was **agreed** to get quotes for this essential work to be carried out as soon as possible. It was **agreed** to formulate a plan of action for future works recommended.

Action: Cllr Varley to organise quotes and formulate plan.

14. To receive an update from the recent YLCA Harrogate branch meeting on 17th October 2022

Cllr Bishop attended the recent meeting chaired by the Vice Chair Mike Holt. The Clerk agreed to circulate the draft minutes to the Councillors.

Action: Clerk to circulate the draft minutes.

15. To consider signing up to the Civility and Respect Pledge

The clerk circulated the Civility and Respect Pledge before the meeting and it was **agreed** to sign up to it.

16. To confirm date and time of Next Parish Council Meeting as Monday 23rd January 2023

This was confirmed.

The meeting closed at 9.45pm

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

Appendix A

Income & Expenditure & Bank Reconciliation for Period 15/09/22 – 14/11/22

	Date Banked	Number	Income	Expenditure	Total
Opening Balance per Community Account				Total Parish Village Fund	£9200.27 £6268.14 £2932.13
Opening Balance per Business Manager Account					£1254.71
Precept 2 nd	30/09/2022		3617.00		3617.00
HMRC PAYE Refund	30/09/2022		29.00		29.00
HMRC VAT Refund	19/10/2022		834.22		834.22
Wayleaves	07/11/2022		10.35		10.35
				Total	£4490.57
Clerk sal(sept) +virus s/w +printer cartridge	30/09/2022	100786		255.61	255.61
Bank Charges	05/10/2022	DD		10.00	10.00
YLCA training courses x 4	26/09/2022	100787		133.60	133.60
Roecliffe School hall hire	18/10/2022	100790		85.00	*85.00
York Accts Payroll	18/10/2022	100791		36.00	36.00
Clerk sal + stamps	26/10/2022	100792		190.96	190.96
Farm & Land	26/10/2022	100793		351.00	351.00
Bank Charges	04/11/2022	DD		10.00	10.00
				Sub Total	£1072.17
*less cheque not presented		100790		85.00	£987.17
				Total	£987.17
Closing Balance per Community Account				Total Parish Village Fund	£12703.67 £9770.87 £2932.13
Closing Balance per Business Manager Account					£1254.71
Total Funds				Parish Village Fund	£11025.58 £2932.13

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

Appendix B

	BUDGET 18/19	BUDGET 19/20	BUDGET 20/21	BUDGET 21/22	BUDGET 22/23	BUDGET 23/24
Clerk's Wage	£1,712.00	£1,856.40	£1,976.40	£2,092.00	£2,196.60	£2,400.00
Hire Hall	£70.00	£70.00	£80.00	£80.00	£90.00	£110.00
Ann Ins	£410.00	£350.00	£375.00	£370.00	£370.00	£450.00
G. Cutting	£870.00	£910.00	£960.00	£1,085.00	£1,385.00	£1,400.00
Audit Fee	-	£75.00	£75.00	£75.00	£75.00	£75.00
Admin Costs	£125.00	£130.00	£210.00	£255.00	£255.00	£270.00
Clerks Expenses	£120.00	£130.00	£130.00	£170.00	£250.00	£312.00
Trees	£2,390.40	£1,000.00	£1,500.00	£1,000.00	£900.00	£2,000.00
Chairmans Allowance	£50.00	£50.00	£50.00	£60.00	£60.00	£60.00
Prov Unexp Items	£50.00	£100.00	£100.00	£100.00	£100.00	£105.00
The Common	£3,978.00	£1,000.00	£1,500.00	£700.00	£500.00	£756.00
Bank Charges	£250.00	£250.00	£250.00	£250.00	£200.00	£200.00
Telephone Box		£550.00	£0.00	£0.00	£0.00	£0.00
Bus layby		£200.00	£0.00	£600.00	£0.00	£300.00
Signs		£250.00	£0.00	£0.00	£0.00	£0.00
Training		£150.00	£300.00	£150.00	£225.00	£225.00
Web site		£400.00	£400.00	£200.00	£200.00	£200.00
Defibrillator		£100.00	£100.00	£100.00	£100.00	£100.00
Ann Subs						
YLCA	£110.00	£130.00	£143.00	£125.00	£131.25	£145.00
RAY	£35.00	£35.00	£38.50	£40.00	£42.00	£44.00
OSS	£45.00	£45.00	£49.50	£45.00	£47.25	£50.00
SLCC	£64.00	£64.00	£70.40	£65.00	£68.25	£72.00
CPRE	£30.00	£36.00	£39.60	£36.00	£37.80	£40.00
CAB	£10.00	£10.00	£11.00	£11.00	£11.55	£12.00
TOTAL	£10,319.40	£7,891.40	£8,358.40	£7,609.00	£7,244.70	£9,326.00
INCOME						
Northern Grid	£10.00	£10.00	10.00	£10.00	£10.00	£10.00
Parish a/c	£4,000.00	£1,250.00	1,750.00	£1,000.00		
VAT Refund						£900.00
TOTAL	£4,010.00					£8,416.00
	£6,309.40	£6,381.40	£6,348.40	£6,349.00	£7,234.70	£8,416.00

16% inc

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